

Amanda Fisher

Weaverville, NC 28787

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8287795977

Authorized to work in the US for any employer

Work Experience

Customer Service Representative/Phone Operator

Best Buy - Asheville, NC

May 2014 to Present

I work the front desk, doing returns and exchanges. I create and modify orders for customers and also take bill payments. At the end of the night, I balance the cash drawers and pull all registers into the admin office. I also answer the phones, make appointments, answer any questions customers may have.

Customer Service Representative

Best Buy - Asheville, NC

Present

Education

High school or equivalent

North Buncombe High School - Weaverville, NC

August 2007 to June 2011

Skills

- Microsoft Office (3 years)
- Money Handling (3 years)
- Customer Service Skills (5 years)
- Customer Support
- Customer Care
- Call Center
- Customer Service
- Money Management (5 years)
- Inputting money into Data system (5 years)
- Front Desk
- Administrative Experience
- Cold Calling
- Live Chat

- Help Desk
- Technical Support
- Operating Systems
- Troubleshooting

Additional Information

I am a very bubbly, energetic person. I love meeting new people and taking on new challenges. I'm very headstrong and adapt well to new surroundings. I love to learn and am very open and communicative. I love working as part of a team and doing anything I need to do to make the company succeed! I would be a great asset if you are looking for a bright hard worker who loves to smile!