

# Josh Ramirez

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## OBJECTIVE

Seeking a position where I am able to utilize, and expand my experience.

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## EDUCATION

**A.A., Business Administration,**  
Hartnell College, Salinas, CA  
Overall GPA: 2.70

Expected: **December 2013**

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## WORK EXPERIENCE

McDonalds, Salinas, CA

**May 2011 – Present**

### Frontline associate

- Build rapport with clients and offer them excellent customer service
- Being knowledgeable of our menu and keeping to date with learning and training.
- Maintaining store restaurant and making the best out of store displays.
- Assist in cooking, and in making beverages as needed.

Water Pure and Snack Bar, Salinas, CA

**August 2007 – September 2009**

### Cashier

- Assist customers with their purchases by providing subpar customer service.
- Help customers carry their items to their car.
- Ring up purchases and provide change for cash transactions.
- Maintain store upkeep.
- Stock, and restock items as needed.
- Cashiered over \$600 per shift.

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## ACCOMPLISHMENTS & SKILLS

- Completed over 100 hours community service at the Salvation Army.
- Can successfully develop a web page.
- Experienced with Microsoft Office Word, Excel, PowerPoint, and Outlook.
- Able to learn new things exceptionally well and promptly.
- Excellent interpersonal communication skills.
- Bilingual in both Spanish and English

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## INTERESTS

- Maintaining a career, while furthering my education and helping others.