

# Myesha Stewart

## Customer Service

Milwaukee, WI

I'm an hard worker ,outgoing , fun , creative person , also good with basic math , team orientation and I have clear communication skills , good with problem solving and I deliver the best customer service ,I love meeting new people ,I have the ability to learn quickly ,And I'm also interested in furthering my career opportunities I'm looking for a company where I can grow and improve my skills .

#readytowork

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

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### Fulfillment Associate

Macy's - Milwaukee, WI

October 2020 to March 2021

- Complete fulfillment orders including picking merchandise, packing & shipping orders, and making in store pickup orders ready for customers.
- Process shippable returns and abandoned in store pickup order.
- Monitor alerts to ensure Ready On Time completion of Buy Online Pickup In-Store (BOPS) orders.
- Pick Not Found merchandise to improve fill rate.
- Expedite aged orders to improve the Speed-to Ship to our customers. Provide an exceptional customer experience by ensuring the customer is always the priority.

### Inventory Associate

RGIS Auditing - Greenfield, WI

March 2020 to August 2020

auditors or material recording clerks, work with company supply chains to make sure that inventory is on route, on shelves and well-stocked. They are record keepers for materials, report creators and supply trackers.

### Mail Sorter

Journal sentinel - Milwaukee, WI

September 2019 to December 2019

your responsibilities and duties include manual processing of mail and operating mail sorting machines. You also sort bulk mail geographically and by postage type, creating batches that move on to the next destination in the sorting and delivery process.

#### SKILLS

- Detail oriented

### Cleaning Crew

Wisconsin State Fair Park - Milwaukee, WI

August 2019 to August 2019

Cleaning, stocking and supplying designated facility areas (dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, restroom cleaning etc) Performing and documenting routine inspection and maintenance activities. Carry out heavy cleaning tasks and special projects.

### **Cleaner/Janitor**

GCA Services Group - Milwaukee, WI

March 2019 to June 2019

- Standard Cleaning
- Restroom Cleaning & Sanitation
- Day Porters & Attendants
- Dry & Wet Mopping
- Vacuuming
- Raised Floor Cleaning
- Confined Space Cleaning
- Blind Cleaning
- Upholstery Cleaning
- High & Low Dusting
- Refuse Removal

#### Skills

- Improved Quality and Safety
- State-of-the-Art Tools and Equipment
- Quality Assurance and Reporting
- Recycling Programs, Duct Cleaning, Filter Changing, etc.
- Implementation Strategies and Experience-based Best Practices
- Certified Sustainable Chemicals Products, Tools, and Equipment
- Standardized Sustainable Cleaning Processes and Procedures

### **Inventory Associate**

WIS International Inventory Counting Service - Milwaukee, WI

January 2019 to March 2019

auditors or material recording clerks, work with company supply chains to make sure that inventory is on route, on shelves and well-stocked. They are record keepers for materials, report creators and supply trackers.

### **Seasonal Sales Associate/Customer Service**

Macy's - Greendale, WI

October 2018 to December 2018

Sales associates sell retail products and goods, such as equipment, clothes, cars or car parts, etc. Sales associates work with customers to find what they want, ensure a smooth sales process and process transactions. Operating cash register , Receive payment by cash, check, credit cards, vouchers, or automatic debits.

#### Skills

- Customer Service.
- Organization.
- Sales.
- Merchandising.
- Product Knowledge.
- Merchandising.

- Basic Math.
- Dependability.

### **Cleaner/Janitor**

GCA Services Group - Milwaukee, WI  
June 2018 to September 2018

Cleaning, stocking and supplying designated facility areas (dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, restroom cleaning etc) Performing and documenting routine inspection and maintenance activities. Carry out heavy cleaning tasks and special projects.

### **Retail**

Delware North - Milwaukee, WI  
February 2018 to April 2018

- Operating cash registers
- maintain a clean store
- Stocking shelves
- Serving customers.
- Dealing with customer queries and complaints.
- Handling payments.
- Displaying products.
- Helping with special promotions.

#### **Skills**

- Attention to Detail
- Business Awareness
- Communication
- Customer Service
- Information Technology (IT)
- Interpersonal Skills
- Numeracy
- Selling Skills

### **Assembler**

Site Staffing - Milwaukee, WI  
October 2017 to December 2017

Perform an array of functions that may include receiving and processing incoming stock and materials, picking and filling orders from stock, packing and shipping orders, or managing, organizing and retrieving stock in the warehouse.

#### **Skills**

- Warehouse Experience.
- Forklift Experience.
- Packing Experience.
- Stocking Experience.
- Loading Experience.
- Road Transportation.
- Shipping and Receiving.
- General Labor.

- Proven working experience as a warehouse worker.
- Proficiency in inventory software, databases and systems.
- Familiarity with modern warehousing practices and methods.

## **Customer Service Representative**

Family Dollar - Milwaukee, WI

June 2017 to September 2017

- Attracts potential customers by answering product and service questions; suggesting information about other products and services.
- Resolves product or service problems by clarifying the customer's complaint; determining the cause of the problem; selecting and explaining the best solution to solve the problem; expediting correction or adjustment; following up to ensure resolution.

### Achievements

- I am typically good at listening, and has great communication and interpersonal skills
- Resolved customer complaints by identifying problems and taking appropriate corrective action
- I became assistant manager within 1 month i was assisting employees ,helping customers,operating safe , locking up the store

### Skills

- Customer Service, Product Knowledge, Quality Focus, Problem Solving, Market Knowledge, Documentation Skills, Listening, Phone Skills, Resolving Conflict, Analyzing Information , Multi-tasking ,Patience,Time management skills ,Ability to reread customers

## Education

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### **High school or equivalent in Criminal justice**

Riverside Community High School - Milwaukee, WI

September 2013 to May 2015

### Skills

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- Attentiveness Communication Skills Ability to. Work Under Pressure. Decision Making. Time Management. Self-motivation. Conflict Resolution. Leadership. Adaptability. Empathy Attention to detail. Strong attention to detail is critical for excelling in the cleaning industry,Problem solving,Ability to work autonomously,Health and safety principles,Versatility,Leadership skills (2 years)
- Clean
- Janitorial
- Clean Room
- Crew Member
- Food Service
- Customer Service
- Basic Math
- Auditing
- Math
- Warehouse Experience

- Packaging
- Shipping & Receiving
- Custodial Experience
- Merchandising
- Maintenance
- Commercial Cleaning
- Order Picking
- Materials Handling
- Assembly
- Employee Orientation
- Inventory Control
- Sales
- English
- Cashiering
- Organizational Skills
- Quality Assurance

## Additional Information

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I love meeting new people I also love working as a team member I'm an fast learner anything you teach me I can do I'm interested in furthering my career opportunities.