

Melissa Waldecker

Stock Clerk Lead

Antioch, CA 94509

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(415) 678-0055

Authorized to work in the US for any employer

Work Experience

Sales Associate

East County Veterans Furniture & Thrift Store - Antioch, CA

July 2019 to Present

Greeted customers and ascertained what each customer wanted or needed. Answered questions regarding the store and its merchandise

* Ticketed, arranged and displayed merchandise to promote sale, Cleaned shelves, counters, and tables.s. Inventoried stock.

Stock Clerk Lead

GOODWILL - Pittsburg, CA

2018 to 2018

* Greeted customers and ascertained what each customer wanted or needed. Answered questions regarding the store and its merchandise.

* Opened and closed cash registers, processed credit card and cash transactions, computed sales prices, and reconciled cash register after shift.

* Ticketed, arranged and displayed merchandise to promote sales. Inventoried stock.

* Exchanged merchandise for customers and accepted returns.

* Cleaned shelves, counters, and tables.

Caregiver

IHSS - Pleasant Hill, CA

2009 to 2018

* Provided patient with help moving in and out of beds, baths, wheelchairs, or automobiles and with dressing and grooming.

* Entertained, conversed with, or read aloud to patient to keep them mentally healthy and alerted.

* Cared for patient by changing bed linens, washing and ironing laundry and assisting with their personal care.

* Planned, purchased, prepared, or served meals to patient and family members, according to prescribed diets.

* Provided patient and families with emotional support and instruction in areas such as preparing healthy meals, living independently, or adapting to disability.

* Administered prescribed oral medications, under the written direction of physician or as directed by home care nurse or aide, and ensured patient took her medicine.

* Accompanied clients to doctors' offices or on other trips outside the home, provided transportation, assistance, and companionship.

* Performed a variety of duties as requested by client, such as obtaining household supplies or running errands.

Education

High School diploma

Prospects High School - Antioch, CA
2007

Skills

- Retail
- Cash handling
- Customer service
- Stocking
- Operations
- Needs assessment
- Merchandising
- Maintenance
- Inventory
- Stockroom

Certifications and Licenses

Food Handler

September 2018 to September 2021