

## **Eileen Tambor**

1020 SW Clarandon Drive  
Portland, Oregon 97894

503-389-7540  
tambor44@home.com

### **OBJECTIVE**

Customer Service Representative

### **QUALIFICATIONS**

#### **CUSTOMER SERVICE**

- Received "Outstanding Customer Service Award of the Year"
- Dealt with up to 100 customers daily
- Assisted customers in locating merchandise and making purchasing decisions
- Increased monthly sales approximately \$1,000 by utilizing add-on sales techniques
- Demonstrated interest in customers by carefully listening for their key concerns and resolving their problems
- Effectively handled irate customers and complaints in a friendly, patient manner

#### **MERCHANDISING/MARKETING**

- Assisted manager in analyzing sales and marketing trends for purchasing seasonal merchandise
- Designed creative window and in-store displays to increase sales
- Created innovative promotional materials
- Stocked, priced, and inventoried merchandise

#### **ADMINISTRATIVE**

- Produced daily, weekly, and monthly sales reports
- Balanced cash drawer with consistently high level of accuracy

### **EMPLOYMENT HISTORY**

**Retail Associate** – Nordstrom's, Portland, OR, 1999-2001

**Retail Sales Representative** – Wal-Mart, Newport, OR, 1998-99

**Waitress** – Mo's Restaurant, Newport, OR, 1996-97

### **EDUCATION AND TRAINING**

Numerous seminars on Sales and Customer Service

A.A.S., Graphic Design - Portland Community College, will graduate June, 2003

# Objectives For Customer Service Resume

**LP Steffe**



## Objectives For Customer Service Resume:

**Real-Resumes for Customer Service Jobs** Anne McKinney, 2005 Getting jobs in the customer service field will be easier with this book which gives nearly a hundred sample resumes along with the cover letters that introduced the resumes to potential employers Those who seek employment in any industry will find valuable advice in this book If you are restructuring or revising your resume you will find the help you need when you discover this book which focuses on the language and employment history of folks in the customer service business The book was created based on the experiences of hundreds of job hunters over a 10 year period Learn how successful people in the customer service field presented themselves to potential employers The Complete Book of Resumes Karen Schaffer, 2005-11-01 Crafting the perfect resume is the first step for job seekers And these days employers have tons of different filters to weed out candidates and narrow their hiring pool The Complete Book of Resumes is packed full of information on crafting a resumes and the kind of structure and language that will get an employer s immediate attention as well as tons of samples for readers to use as a guideline for success The Complete Book of Resumes includes information on How to begin if you re starting from scratch The profile or the most important part of your resume Work experience or What have I been doing all these years Punching it up how to make a good resume great The career transition resume chapter for brave souls You re just starting out Big leaps positioning yourself for jobs above your current level Including more than 300 resumes The Complete Book of Resumes is perfect for recent graduates or seasoned candidates with years of experience *Competency-Based Resumes* Robin Kessler, 2025-09-12 Millions of job hunters and employers are frustrated Why aren t they working together more effectively Because employers have changed the job search playing field and too many candidates are using yesterday s strategies Do you want the key to the best jobs with the best employers It s time to play offense instead of defense Competency Based Resumes shows today s job candidates a new more targeted way to write resumes to get them back on the same playing field with the best employers and improve their odds of winning the job they want The system an employer uses when filling jobs has changed significantly in the past few years and it is still evolving Rather than simply looking at an applicant s past jobs companies are instead looking at candidate s experiences in certain key areas including measurable work habits and the personal skills known as competencies used to achieve objectives at work Competency Based Resumes offers you a new and effective way to create resumes that emphasizes the knowledge skills and abilities that you have and employers need Many sophisticated U S and international organizations are using competency based systems to recruit interview select and promote Corporations such as American Express Coca Cola Sears and MetLife are all looking for specific competencies Creating your own competency based resume will Confirm to the employer that you have the expertise or competencies they are looking for Improve your chances of being selected for interviews for the position you want Help you to be perceived as being more competitive Enable you to explain sticky areas in your background in a more positive way Most applicants do not

know how to apply for jobs based on this new dynamic Few candidates write their resumes so their critical competencies are obvious Competency Based Resumes will move your resume to the top of the pile giving you the edge you need in any job market no matter how competitive

**STEP-BY-STEP RESUMES For All Human Resources Entry-Level to Executive Positions** Evelyn U Salvador, NCRW, JCTC,2020-05-15 Book Delisted *Resume Power* Tom Washington,2000-06-13

Developing a top quality resume says expert Tom Washington is dependent on knowledge and time knowledge of how to write a resume and market yourself and time to write revise and write again In addition to writing tips Washington provides up to the minute information on how to use the Internet effectively once the resume is ready to be sent out *Haldane's Best Resumes for Professionals* ,2000 Outlines the principles of writing an effective resume that will attract the attention of potential employers

**Soft Skills** K Alex,2009-07 This book Soft Skills is like a companion guiding the students young men and women at every step in the job market and corporate personnel Soft Skills have become absolutely essential both for the growth and success of an individual as well as the organization

**Writing Resumes and Cover Letters For Dummies - Australia / NZ** Amanda McCarthy,Kate Southam,2015-05-04 Practical tricks for standing out from the crowd and getting the job you want in the Australian and New Zealand market Applying for jobs in today s tight job market can seem like an overwhelming process Competition is fierce and employers expect more than ever before from job applicants With unemployment and redundancies rising it s simply not a good time to be looking So how do make yourself stand out Writing Resumes and Cover Letters For Dummies Second Australian New Zealand Edition shows you how to catch a recruiter s attention Presenting a wealth of sample resumes and cover letters this handy easy to use guide shows you how to write a killer cover letter format your resume for online use use social networking to your advantage and tailor your resume and cover letters for specific positions and companies Designed specifically for job hunters in Australia and New Zealand Offers practical tips and advice on crafting a great resume and a perfect cover letter for any kind of position Includes advice on addressing government selection criteria Features ten ways to turn off a recruiter and ten tips for the perfect presentation No matter how tough the job market is a great resume and cover letter combination will help you get the attention you deserve Writing Resumes and Cover Letters For Dummies gives you all the tools and tips you need to get noticed and get your dream job

[The Resume Handbook](#) Arthur D Rosenberg,2007-12 The latest edition of the popular Resume Handbook 5th edition is a straightforward approach to writing resumes designed for that purpose It contains 37 resumes each addressing a specific challenge and approach and organized according to the needs and objectives of different job seekers This handbook focuses on organization to immediately capture attention the basics what to include and what to leave out and accomplishments presents the job seeker as an achiever

[Step-by-Step Resumes For All Construction Trades Laborer and Contractor Positions](#) Evelyn U. Salvador,2020-05-15 Book Delisted *Australian Resumes For Dummies* Amanda McCarthy,2012-03-08 Created especially for the Australian customer Packed with tips on creating and distributing your

resume in today's new job search environment Whether you're entering the job market for the first time changing jobs or changing careers Australian Resumes For Dummies shows you all the tricks in getting your resume noticed in a new era in recruiting and job finding With a wealth of sample resumes help with selection criteria and job search tips this resource will help you stand out from the crowd Discover how to Master the basics Format your resume for cyberspace Create a killer cover letter Tailor your resume to companies and jobs Secure employment overseas Decipher and address government selection criteria

The Complete Idiot's Guide to the Perfect Resume Susan Ireland, 2002-12 Includes tips on writing an effective resume creating an accurate yet impressive job statement networking using software programs and other resume technologies and making the most of your experience

**Before and After Resumes with CD** Tracy Burns-Martin, 2012-02-18 Book addresses various problems such as short or temporary work history frequent job changing no clear career path former small business owner etc

**BEST RESUME RECIPE: AN ESSENTIAL GUIDE TO MEANINGFUL & LASTING CAREER CHANGE** Jennifer Anne Garcia , 2023-02-24 An easy to follow guide that takes the pain out of resume writing to make room for real career change This eBook Plus provides additional resources and templates to help you make progress faster In this eBook you will learn a proven strategy to up level your career hint it's not what you think simple structure and formatting tips for 1 page resume an embarrassing resume before and after the secret recipe for 5 Layer Career Change cake use the Wheel of Success what you need to gain confidence and clarity easy yet powerful steps towards meaningful and lasting career change how to create your best resume ever

202 Great Resumes Jay A. Block, Michael Betrus, 2004-04-21 A comprehensive collection of sample resumes for any job in any field 202 Great Resumes gives job hunters more of everything they need to get a great job These resumes cover more professions more resume styles and formats and more cutting edge job search strategies than ever before Fresh sample resumes for today's most sought after professions are included as well as special samples for recent grads and those who've been out of work for extended periods Features include Resumes for every experience level from college grads to corporate executives Endorsed by the Professional Association of Resume Writers and Career Coaches Proven advice on cover letters networking negotiating and references More keywords that hiring managers look for in a resume

**Resumes For Dummies** Laura DeCarlo, 2019-03-19 Polish up that old resume and land your dream job We've all been there it's time to apply for a job or internship and you have to create or revise your resume Many questions pop in your head What do employers want What skills should I highlight How do I format this How do I get noticed But resume writing doesn't have to be a daunting task The latest edition of Resumes For Dummies answers all of these questions and more whether you're a resume rookie looking for new tips or want to create that eye catching winning resume In this trusted guide Laura DeCarlo decodes the modern culture of resume writing and offers you insider tips on all the best practices that'll make your skills shine and your resume pop Let's start writing Write effective resumes that will stand out in a crowd Understand Applicant Tracking Systems and how to adapt

your resume Keep your resume up with the current culture Position a layoff or other career change and challenge with a positive spin Leverage tips and tricks that give your resume visual power In order to put your best foot forward and stand out in a pile of papers it s important to have an excellent and effective resume and now you can      *Skill Development for Generalist Practice* Christina E. Newhill,Elizabeth A. Mulvaney,Bobby F. Simmons,2019-02-12 Skill Development for Generalist Practice by Christina E Newhill Elizabeth A Mulvaney and Bobby F Simmons offers an array of competency building exercises addressing foundational social work knowledge as well as skills and values across micro mezzo and macro levels of practice Designed to be actively used during class time exercises embrace the diverse range of clients encountered by social workers in various practice settings and reflect a commitment to serving those who are the most vulnerable at risk disadvantaged and marginalized from society      *Resumes For Dummies* Joyce Lain Kennedy,2007-02-26 Is your job search stalling out after you submit a resume but before you re offered an interview With reinvented recruiting technology unmanageable millions of resumes choking employer databases and government mandates in the name of diversity a gigantic change has occurred in the recruiting world over the past several years and it demands a fresh look at how you write and market your resumes Whether you re entering the job market for the first time changing jobs or changing careers Resumes for Dummies 5th Edition will show you the ropes and rules for a new era in recruiting and job finding With 85% new content added since the previous edition this up to date guide gives you the very latest strategies on how to create and more importantly distribute your resume in today s new job search environment You ll learn Why most generic online resumes fail How to customize resumes for each job opening New quick ways to find the right jobs How to use meta search engines to your advantage Why both digital and print versions of resumes are still needed How to use resumes interactively The resume basics that still knock em dead How to create resumes for your life s changing phases What to do after you send them your resume With a wealth of sample resumes organized by industry and career field experience level and age and special circumstances along with tips on choosing professional resume help and other valuable resources Resumes for Dummies 5th Edition will help you get noticed in a universe saturated with billions of resumes and more on the way      Top Notch Executive Resumes Katharine Hansen,2025-09-12 Branded resumes that illuminate the candidate s unique value proposition and ROI are a must in today s quest for the executive suite Top Notch Executive Resumes not only explains how to integrate branding into career marketing communication but also how to craft resumes that address your fit with the organization s mission and meet an employer s specific business needs Hansen instructs high level professionals in framing past accomplishments so that the employer can visualize the executive s strategic vision and industry insights as well as what he or she can contribute Highlights of the book include A huge collection of resume samples in cutting edge formats organized by profession for easy navigability Examples of a wide variety of complementary documents including leadership profiles and executive bios that top level professionals need to round out their executive portfolios Special additional features including

the preferences and peeves of hiring decision makers guidelines for working with recruiters frequently asked questions and case studies detailing complete job search marketing campaigns Let Top Notch Executive Resumes get you into that corner office     **Common Cause: Shared Services for Human Resources** Karen V. Beaman, 2006 Collection of essays explore shared services in the human resources environment

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