

ROBERT SMITH

Fuel Station Attendant

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

As a Fuel Station Attendant, Responsible for expecting to exceed customer needs and expectations by providing efficient, ac curating and pleasant checking out service and shopping assistance.

CORE COMPETENCIES

Inventory Management, Computer Skills, Communication Skills.

PROFESSIONAL EXPERIENCE

Fuel Station Attendant

ABC Corporation - April 2012 – September 2014

Key Deliverables:

- Assisted customers in pumping, and paying for fuel.
- Performed simple car maintenance tasks (checking fluid levels, washing windshields, checking tire pressure, etc), and would occasionally close kiosk as well.
- Able to perform the role of any employee if they were out sick.
- Had an impeccable attendance record.
- Changed out Point of Sales materials (pump toppers, snap-lock signs, etc., as needed/directed).
- Performed Daily Operations Audits Perform Daily Inventory Counts Replenish displays and shelves as needed.
- Kept store Clean and stocked, assisted guests with any needs they had, checked outside on occasion for trash that needed to be picked up, making sure.

Fuel Station Attendant

Delta Corporation - 2008 – 2012

Key Deliverables:

- Kept store Clean and stocked, assisted guests with any needs they had, checked outside on occasion for trash that needed to be picked up, .
- Set gas pumps and checkout customers in satellite fuel station, including sales of convenience store items; provide customer service, including .
- Provide excellent customer service Maintain a clean and organized work area Keep products stocked on sales floor Operate a cash register.
- Kroger fuels station manager Cashier, managing product inventory, computer entries, maintenance, and shift cleaning.
- Providing hospitality to customers, including training, safety, and spill cleanup.
- Completed purchases with cash, credit and debit payment methods.
- Informed customers about sales and promotions Check dates and rotate stock Daily .

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EDUCATION

- Computer Systems Integration - (University Of Great Falls - Great Falls, MT)