

ROBERT SMITH

Photo Lab Associate/Specialist

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

SUMMARY

Motivated, personable professional with a great bedside manner and a talent for quickly mastering technology. Attentive and responsive to patient needs. Accustomed to handling sensitive, confidential records and meeting stringent HIPAA and PSQIA guidelines. Able to maintain a sense of humor under pressure.

CORE COMPETENCIES

Microsoft, Quickbooks, Fast Learner, Organized, Detail Oriented, Customer Service, Dispatch, Management, Matlab, Mathematics.

PROFESSIONAL EXPERIENCE

Photo Lab Associate/Specialist

ABC Corporation - September 2014 – March 2015

Key Deliverables:

- Developed quality and customized photograph prints.
- Provided assistance and perform regularly daily plus weekly photo laboratory clean up Complete all photo lab forms along with maintain and update detailed records Maintaining and operating Fuji Films software and hardware(Rimage).
- Performed routine maintenance of Photo lab.
- Operated entire photographic processing machines in photo laboratory.
- Performed Site to Store and Pick up today tasks in an efficient manner without it being escalated to the management.
- Gained experience working in electronics department specifically setting up mods.
- Maintained shelves appearance, Stock shelves, set weekly movie modulars, assist customers with knowledgeable information about products, assist customers with finding things and figuring out what they need.

Photo Lab Associate

Delta Corporation - 2011 – 2014

Key Deliverables:

- Assisted customers with photo development needs as per their instructions.
- Cleaned/maintained photo development machines.
- Merchandised and stocked shelves throughout various locations in the store.
- Opened, ran, and counted down tills.
- Take orders, and help customers Cash register and nightly closing Organize package and file orders Maintain organization in the stockroom and work .
- Maintaining equipment and neatness of dept.
- Cashiering & customer service helping in surrounding departments as needed.

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EDUCATION

BS in Computer Sciences - (Wayne State University - Detroit, MI)

