

JAMES MORRISON

CUSTOMER SERVICE

As someone who can identify the need of customers for effective solutions, I'm committed to high-quality service that ensures a positive experience.

PERSONALITY HIGHLIGHTS

- Cheerful disposition
- Neat and well-organized
- Motivated by problem solving
- Independent worker
- Works well with deadlines
- Collaborative and efficient

CONTACT DETAILS

123 Anywhere St.,
Any City, State,
Country

hello@reallygreatsite.com

www.reallygreatsite.com

123-456-789

BASIC INFORMATION

I am a professional Customer Service Representative with over 6 years experience in handling multi-national clients. My unique professional experience stems from years of providing excellent customer support, creative problem solving and building customer loyalty.

EDUCATION

University of El Dorado — Any City, State
class of 2013
Masters in Human Resource Management

University of El Dorado Human Resources Association,
Vice-President in 2012

University of El Dorado — Any City, State, class of 2010
Bachelors in Communication Arts
Dean's lister
Teacher's Assistant of the Humanities Department

PROFESSIONAL EXPERIENCE

Customer Service Manager, Bijou Solutions, Inc.
Any City, State, 2020-present
Motivated and improved the customer service department and its 25 staff members to propel them towards set goals.

Data Services Specialist 24 Gold Lion Business Services, Inc.
Any City, State, 2015-2019
Developed, organized, and tracked key performance metrics and company profiles for all employees for better corporate productivity and monitoring.

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