

RICHARD WALTER

Seeking a position that enables me to utilize my skills and experiences to pursue a new career

EXPERIENCE

AUGUST 2016 – CURRENT

COURTESY CLERK, DILLON'S

Assist customers with bagging their grocery items; collect carts from the parking lot

AUGUST 2013 – JUNE 2016

STOCKROOM CLERK, KU – EKDAHL DINING COMMONS (MRS. E'S)

Assist in unloading regular truck deliveries; clean stockroom; assist with inventory counts; pull product for use in the dining areas

JUNE 2010 – AUGUST 2013

MERCHANDISING ASSOCIATE, CHECKERS

Assist in facing shelves for various areas throughout the store; assist customers in finding different products throughout the store

EDUCATION

MAY 2011

**ASSOCIATE OF LIBERAL ARTS DEGREE, EMPHASIS IN BIO TECH COURSES AND LABS,
JOHNSON COUNTY COMMUNITY COLLEGE**

Overland Park, KS

MAY 2008

GENERAL EDUCATION, FREE STATE HIGH SCHOOL

Lawrence, KS

SKILLS

- Types 60 wpm with 100% accuracy
- Strong data entry & 10 key skills
- Proficient in business math skills
- Excellent attendance record
- Quick learner with attention to detail
- Excellent organizational skills
- Adapts easily to computer software and programs