

# DEVIN M

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## SKILLS

- 10+ years of customer service experience
- 4 years of I.T. experience
- Excellent communication skills
- Ability to open/close a store
- Ability to multi-task
- Knowledgeable in Microsoft Office
- Some management experience
- Filing, sorting, and scheduling experience

## EXPERIENCE

FEBRUARY 2020 – CURRENT

**ASSISTANT STORE MANAGER/SALES ASSOCIATE**, CLAIRE'S

JANUARY 2018 – FEBRUARY 2019

**RECEPTIONIST**, BULK ACCOUNTING AND TAXES

MARCH 2017 – DECEMBER 2017

**DESKTOP SUPPORT SPECIALIST**, NEOSHO COUNTY COMMUNITY COLLEGE

MARCH 2014 – SEPTEMBER 2015

**NETWORK SYSTEMS ADMINISTRATOR**, NEOSHO COUNTY COMMUNITY COLLEGE

JANUARY 2012 – MARCH 2014

**DESKTOP SUPPORT SPECIALIST**, NEOSHO COUNTY COMMUNITY COLLEGE

NOVEMBER 2015 – OCTOBER 2016

**SALES ASSOCIATE/ LEAD SALES COORDINATOR**, SHERWIN WILLIAMS

## EDUCATION

**JOHNSON COUNTY COMMUNITY COLLEGE**, NETWORKING A+ CERTIFICATE

**NEOSHO COUNTY COMMUNITY COLLEGE**, BASIC C++ PROGRAMMING/  
COMPUTER HARDWARE & SOFTWARE/ GENERAL EDUCATION

**HUMBOLDT HIGH SCHOOL**, GENERAL STUDIES