

Administrative



Michele Johnson

Baltimore, MD

Job Preferences:

Desired job title:	Administrative
Desired occupation:	Management or Operations
Employment type:	Full time, Part time, Work from Home
Career status:	Active job seeker
Available to start:	04/2021

Education:

09/1982 – 05/1986	Baltimore Polytechnic Engineering, High school Baltimore, MD I was a member of the marching band, majorettes, swimming team, softball, volleyball and track & field.
-------------------	---

Work Experience:

11/2017 – Present	FC Associate I Amazon, Baltimore, MD Part time Customer service representative
11/2016 – 08/2020	Customer Experience Coordinator TJX Companies, Owings Mills, MD Full time Customer service representative
07/2005 – 11/2016	Asststant Manager TJX Companies, Laurel, MD Full time Management or Operations



Language Skills:

Basic:



English



Skills:

Basic:



Word, Microsoft Office, Data Entry, performance-focused, Goal-driven, innovative