

TRAVELLE

HAWKINS AND I AM A START OFF MODEL *

SEEKING TO BECOME A MODEL WITH A DIVERSE BACKGROUND IN CUSTOMER SERVICE AND LEGAL ASSISTANCE, BRINGING FOUR YEARS OF EXPERIENCE IN CASH HANDLING AND RESEARCH. DEMONSTRATES EXCEPTIONAL ORGANIZATIONAL AND COLLABORATIVE SKILLS, ADEPT AT MAINTAINING POSITIVE CUSTOMER INTERACTIONS AND SUPPORTING TEAM PERFORMANCE. COMMITTED TO LEVERAGING ADAPTABILITY AND COMMUNICATION STRENGTHS TO EXCEL IN DYNAMIC ENVIRONMENTS AND CONTRIBUTE TO TEAM SUCCESS. BUT MOST IMPORTANT USING ALL OF THESE SKILLS TO BUILD A STRONGER PORTFOLIO!

WORKING EXPERIENCE

LAW INTERN, LOTANE AND ASSOCIATES

COCOA, FLORIDA '22- '22

- Perform clerical tasks like filing, making copies and staffing information desks
- Review and organize case files, discovery material and other information
- Conduct research into cases, statues, precedents and other legal topics

CASHIER, MURPHY'S GAS STATION

COCOA, FLORIDA '21- '22

- Connecting with the people that come to get what they want.
- Being a team member.
- Good customer service while taking orders and handling money.
- Connecting well with the customers, giving them the best care of what they need.
- Able to cope with different people and solving problems.
- Adaptable to pressure, responsible, organized and hardworking.



CONTACT ME, HERE!

+321-324-8927

TRAVELLE927@GMAIL.COM

<https://travellehawkins.modelingfolio.com>

CREW MEMBER, MCDONALDS

COCOA, FLORIDA '20- '20

- Connecting with the people that come to get what they want.
- Being a team member.
- Good customer service while taking orders and handling money.
- Connecting well with the customers, giving them the best care of what they need.
- Able to cope with different people and solving problems.
- Adaptable to pressure, responsible, organized and hardworking.
- Friendly, courteous and enthusiastic
- Front end cashier/ cash handling

CASHIER, GOODWILL

VIERA, FLORIDA '23 - Present

- Managed cash transactions efficiently, ensuring accurate handling of funds and maintaining a positive customer experience at Goodwill.
- Optimized cash handling processes, reducing transaction times and enhancing customer satisfaction. Implemented efficient queue management techniques.
- Fostered a team-oriented environment, assisting colleagues during peak hours and contributing to improved overall store performance.
- Provided exceptional customer service, addressing inquiries and resolving issues promptly,
- contributing to positive customer experiences

EDUCATION

ROCKLEDGE HIGH
HIGH SCHOOL DIPLOMA '20 - '23

MY SKILLS

ORGANIZATION

ADAPTABILITY

COMMUNICATION

LEADERSHIP

TIME
MANAGEMENT

COLLABORATION

COMPUTER

FUN FACTS

1. I be love to sing.
2. I loved the chance to perform in two musical theatre shows: Jekyll and Hyde the musical and Shrek the musical.
3. I don't really like straight plays but I had a chance to perform in one of Tennessee Williams plays and it was a great experience.