Ciera Campbell

St. Louis, MO 63133

cieracampbel6_hub@indeedemail.com

+1 314 335 0861

Authorized to work in the US for any employer

Work Experience

Customer Service Rep
United States Postal Service - Hazelwood, MO
October 2016 to Present

Required to sort packages by zip codes in timely manner.

Cna

Brooking Park of Chesterfield - Chesterfield, MO
August 2016 to February 2017

Assist residents with daily living activities.

Certified Nursing Assistant
Delmar Gardens on The Green - Chesterfield, MO
January 2016 to September 2016

Care for Residents in a Skilled Nursing Facility.

Service Agent
Enterprise Holdings - St. Louis, MO
December 2015 to 2016

Responsibilities
Clean cars upon return, pick up customers from locations upon request, drop customers off at location upon request.

Accomplishments
Getting everything done in timely manner

Skills Used
Punctuality, responsibility, cleanliness, friendly.

Package Handler
SMX StaffManagement - St. Louis, MO
July 2015 to September 2015

Responsibilities
To pack cans and boxes in an assembly line

Accomplishments

Fast paced environment

Skills Used
Ability to keep up with fast paced work while multi tasking

Customer Service
June 2013 to August 2015

Responsibilities
Assist Customers with ordering refills for medications ad assisting pharmacies with customer insurance information. Also to assist Troubleshoot cable over The phone.

Accomplishments
I gained better social skills and being able to better relate tl customers.

Skills Used
Fast problem solving skills

Environmental Services

It gave me a push in the housekeeping area
Mercy Health - St. Louis, MO
May 2014 to June 2015

St. Louis, MO
May 2014 to June 2015
Responsibilities
I was required to clean patient discharge rooms upon request- had to resign while pregnant

Accomplishments
It gave me a push in the housekeeping area
deli/seafood clerk

Schnucks
January 2012 to March 2013

Responsibilities
I was required to slice, weigh, and package foods for customers. I was also sometimes in charge of cooking The foods for The day.

Accomplishments
Fast moving in a fast environment

Skills Used
Being friendly and up close and personal with customers

Cashier/Customer Service
Macys - St. Louis, MO
October 2011 to March 2012

Responsibilities

I was required to check out customers at register and provided friendly customer service. Also to assist customers with helping them find what They were looking for in departments.

Accomplishments
Able to check out customers in timely manner and great customer service

Skills Used
Friendly customer service
cashier

Cashier
TJmaxx - Des Peres, MO
October 2010 to March 2011

Responsibilities
I was required to check out customers at register and provided friendly customer service. Also to assist customers with helping them find what They were looking for in departments.

Accomplishments
Learned how to relate and start conversation with customers

Skills Used
Friendly customer service

Education

high school diploma
Hazelwood West High School - Hazelwood, MO
2009 to 2011

Skills

- Customer Service
- Call Center
- CSR
- Customer Support
- Environmental Services
- Vital Signs
- Hospital Experience
- Laundry
- Cleaning Experience
- Patient Care
- Home Care
- Nursing
- Medical Records

- Caregiving
- Meal Preparation
- Insurance Verification
- EMR Systems

Certifications and Licenses

CPR

driver's license

CNA

Assessments

Work style: Reliability — Highly Proficient

January 2021

Tendency to be dependable and come to work
Full results: [Highly Proficient](#)

Work style: Conscientiousness — Highly Proficient

July 2019

Measures a candidate's tendency to be rule-abiding, well-organized, hard-working, confident, and think before acting.
Full results: [Highly Proficient](#)

Nursing assistant skills — Proficient

February 2020

Providing nursing aid to patients using knowledge of relevant equipment and procedures.
Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.