

# Amy Robinson

## **Hard working honest employee.**

De Soto, IL 62924

[mrsrobinson5231978@gmail.com](mailto:mrsrobinson5231978@gmail.com)

+1 618 926 8286

Have worked in a variety of positions to broaden my knowledge and skills of customer service.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

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### **Cleaning Specialist**

self-employed - Carbondale, IL

May 2016 to Present

Worked cleaning and maintenance for multiple private home owners. Love hard work and experience in a wide range of skills.

### **Bartender**

JBs Place Inc - De Soto, IL

May 1999 to Present

Have worked for same company for over 20 years as a trusted employee. Currently as a bartender, well liked by the regulars I have served over the years. Key holder as well as having responsibility for nightly drop off of deposit bags.

### **Personal Assistant**

DORS - Multiple locations

August 2000 to January 2021

Personal care and assistance with daily life for individuals with physical or mental disabilities

### **Brand Ambassador**

On The Rocks Models LLC

January 2014 to April 2020

Have promoted multiple products in venues such as Walmart, Kroger, as well as Bars and nightclubs.

### **Assistant Teacher/Floater**

Hannah House - Carbondale, IL

May 2019 to August 2019

Worked as an assistant teacher. Took time off when my partner passed away unexpectedly. Was not rehired after final arrangements due to personal issues with director and my inability to give two weeks notice for time off needed to sit in the ICU as he was in critical care before passing due to his injuries.

### **Leasing Agent**

Hartman properties - Raleigh, NC

November 2016 to March 2019

Worked as a leasing agent covering my grandmother's 32 properties in the Raleigh Durham area.

### **Merchandiser**

Lawrence Merchandising - Marion, IL  
June 2014 to May 2017

Merchandiser at target in charge of jewelry and sunglasses departments as well as excel product dept.

### **Retail Reset Merchandiser**

Advantage Solutions  
September 2014 to May 2016

Reset displays as well as restocking current styles and trends.

## Education

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### **Massage**

Southeastern Illinois College

### **High school diploma or GED**

## Skills

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- Branding, Merchandising, On site Promoting (10+ years)
- Hotel experience (3 years)
- Customer service (10+ years)
- Bartending (10+ years)
- Marketing (5 years)
- Public Relations (10+ years)
- Merchandising (10+ years)
- Event Planning (10+ years)
- Social Media Management (10+ years)
- Search Engine Optimization (SEO) (10+ years)
- Adobe Photoshop (10+ years)
- Digital Marketing (6 years)
- Blogging (6 years)
- Email Marketing (6 years)
- Copywriting (4 years)
- Proofreading
- Content Marketing
- Content Management
- Content Creation
- SEM
- Adobe InDesign
- User Interface (UI)

- WordPress
- Adobe Creative Suite
- Marketing Automation
- Events Management
- Content Development
- Photography
- Video Production
- PPC Campaign Management
- Graphic Design
- Adobe Illustrator
- Microsoft Powerpoint
- Cash handling
- Conflict management
- Customer Service (10+ years)
- Conflict Management (10+ years)
- Developmental Disabilities Experience (5 years)
- Delivery Driver Experience (8 years)
- Cooking (10+ years)
- Cash Handling (10+ years)
- Cleaning Experience (10+ years)
- Childcare (10+ years)
- Customer Service (10+ years)
- Driving Experience (10+ years)
- Planograms (5 years)
- Presentation Skills (10+ years)
- Product Demos (10+ years)
- Modeling (10+ years)
- Data entry
- E-commerce
- English
- Fair Housing regulations
- Sales
- Property management
- Detailing
- Filming
- Social media marketing
- Video editing
- Guest services
- Cleaning
- Hospitality

## Languages

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- American Sign Language - Intermediate

## Certifications and Licenses

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### **Bassett Certification**

June 2021 to Present

### **CPR Certification**

### **First Aid Certification**

## Assessments

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### **General manager (hospitality) — Highly Proficient**

January 2021

Solving group scheduling problems and reading and interpreting P&L statements

Full results: [Highly Proficient](#)

### **Customer focus & orientation — Highly Proficient**

January 2021

Responding to customer situations with sensitivity

Full results: [Highly Proficient](#)

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