

# Andrea Moore

Marion, AR 72364

[andreamoore15@yahoo.com](mailto:andreamoore15@yahoo.com)

+1 870 739 6036

I am very reliable, very hardworking, I love working with others to get a job done. I have good communication skills when it comes to business I have done it for some time working for the school working with students and parents.

#readytowork

## Work Experience

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### **Repack Order Filler**

Family dollar warehouse - Marion, AR

August 2019 to Present

Go floor to floor putting orders in containers and sending them down the conveyor

### **Cook/Prep**

McDonald's - Marion, AR

March 2015 to August 2019

Cook, food prep, and also order taker

- Maintained recipe quality

### **Substitute Teacher**

Stuedlein learning center - West Memphis, AR

November 2018 to March 2019

Substitute teacher for toddlers

### **Leasing Agent**

Barton Court Apartments - West Memphis, AR

December 2016 to February 2019

Leasing agent answering phone calls, processing applications, presenting properties, and acting as a landlord for property owners and help them navigate the property market

## Education

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### **College Degree in Dental Assisting**

Concorde Career College-Memphis - Memphis, TN

December 2020 to December 2021

### **High school or equivalent in N/a**

Marion High School - Marion, AR

August 2010 to May 2013

## Skills

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- Batch

## Certifications and Licenses

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### **CPR**

April 2021 to April 2023

i am currently a student practicing in dental assistant. I am CPR certified