

ISABEL SALDIVAR

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☎ (661) 808-5597

📍 BAKERSFIELD, CA 93314

PROFESSIONAL SUMMARY

Reliable employee offering strong multitasking, problem-solving and communication skills, as well as strengths in promoting products and finalizing sales. Successful at upselling target items and giving customer positive experiences to drive loyalty and repeat business. Trained in customer service areas and flexible with changing business needs.

SKILLS

- Flexible & Adaptable
- Collaboration
- Conflict Resolution
- Self-Motivated
- Cash Register Operations
- Productivity and Time Management
- Safety Standards
- Positive Team Player

EDUCATION

Bakersfield College

Bakersfield, CA • Expected in 05/2024

Associates Degree: Political Science And Government

Liberty High School

Bakersfield, CA • 06/2022

High School Diploma

- Lawrence Johnson Bradford and Matlock Scholarship Recipient
- 3.8 GPA
- Elected to representative for Liberty High School in 2021-2022

CERTIFICATIONS

- Food Handlers Certification Training - 2020

ACCOMPLISHMENTS

- Earned "Westchester Kiwanis Student recognition award" for outstanding student leadership.

WORK HISTORY

Self-employed - Babysitter

Bakersfield, CA • 03/2021 - Current

- Communicated positively with children and guardians.
- Played games, worked on puzzles and read books to young children.
- Organized and cleaned home after activities by picking up toys and straightening up play room.
- Prepared healthy, age-appropriate snacks and meals.

McDonald's Fast Food Restaurant - Customer Service

Bakersfield, CA • 08/2020 - 04/2021

- Delivered exceptional customer service to every customer by leveraging extensive knowledge of products and services and creating welcoming, positive experiences.
- Investigated and resolved customer inquiries and complaints quickly.
- Recommended products to customers, thoroughly explaining details.
- Responded proactively and positively to rapid change.

Pet Matchmaker Rescue - Volunteer

Bakersfield, CA • 09/2019 - 02/2020

- Maintained clean, neat and operational facilities to serve program needs.
- Met with other volunteers and program leaders to discuss new service opportunities.
- Used strong interpersonal communication skills to convey information to others.
- Supported engaging, fun and smooth-running events by helping with organization and planning.

LANGUAGES

English

Native or Bilingual

French

Limited Working

Spanish

Limited Working