

**NAME**

**ADDRESS**

**PHONE #**

---

**-OBJECTIVE:**

I am seeking a position working as a Web Search Evaluator focusing on high quality work, what needs to be done, handled correctly and use my skills to grow and help the company.

**-EDUCATION:**

I am a reliable person who wants to use his knowledge and skills to help the company achieve what needs to be achieved.

**-PROFESSIONAL SUMMARY:**

Seven years working on electronics and soldering. Have a GED/ High School diploma. One year management at best buy. Three Years' experience performing at square One Mall duties: supervision, employee service, training and administration. One year experience working for iSoftStone as a Web Search Evaluator.

**-SKILLS:**

Searching the web for accurate results. Good Communication skills. Have a well excellent Time Management Skills. Initiative and problem-solving abilities and Organization skills.

**-ACCOMPLISHMENTS:**

Improved office efficiency and customer service by overhauling previously filing system. Organized paper work and categorize them accurately together. Helped customers know what they want very accurately.

**-EXPERIENCE:**

Administrator, Management, Web Search Evaluator, Landscaping, and Supervision