

JACOB WALLER-HIGH SCHOOL STUDENT
13901 TOBACCO BAY PLACE CHESTER VA,23836
804-898-4992,WALLERJ0620011@GMAIL.COM

Honor High School student dedicated to leadership development and team collaboration. Seeking an opportunity to utilize my skills and grow within an organization, where my background as a Retail Sale Associate and Laser Engraver has prepared me to work successfully under pressure.

EXPERIENCE

9/23 – 3/24

RETAIL SALE ASSOCIATE

- Greets and assists customers as needed to maintain the highest level of customer service as a check out cashier.
- Operate the point-of-sale system by researching online customer purchases and printing invalid labels.
- Drives customer loyalty program participation, including sign ups and rewards processing at check-out.
- Participates in the freight flow process including truck unloading, stocking, merchandise presentation and recovery.
- Participates in furniture department operations including carry-outs and display assembly as needed.
- Maintains appearance of the store's interior and exterior to company standards including light maintenance duties and cleaning.
- Performs daily front-end maintenance including check stand cleanliness, replenishment of merchandise and supplies and floor safety.
- Assists customers with product information, selection, and purchase.

6/22 – 1/23

LASER ENGRAVER ASSOCIATE, FOREVERMORE LLC, CHESTER VA

- Utilized 3D laser engraver to engrave leather portfolios with customization.
- Inspected portfolios for defects.
- Ensured work area is neat and clean.
- Prepared shipping labels.
- Packaged product using the appropriate labels and prepared for next day shipment.

1/20 – PRESENT

VOLUNTEER, GEOMETRIC SHAPES LLC, CHESTER VA

- Support K-6th grade students building Lego Robotics.
- Media recording for Sphero Robotics lesson plans.

EDUCATION

OLD DOMINION UNIVERSITY 24-PRESENT

- Thomas Dale High School Advanced Diploma '24
- 3.4 GPA
- Workplace readiness Certification
- AutoCAD Technical Drawing Certification

SKILLS

- | | |
|--------------------------|--------------------|
| ● Cashier | ● Problem-Solving |
| ● Inventory Control | ● Teamwork |
| ● Communication | ● Customer Service |
| ● Laser Printer Engraver | ● Safety Standards |
| ● Detail-Oriented | |