

# Jasmine Boykins

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## OBJECTIVE

A dedicated, motivated, and responsible candidate pursuing opportunities in a professional and team environment for career advancement. Seeking a position where my experience will allow me to make an immediate contribution as an integral part of a growing and progressive company.

## EXPERIENCE

College of Lake County                      Grayslake, Illinois                      January 2020 – March 2020

### *Admission Clerk*

- Assisted students in preparing to attend school, or financial challenges.
- Conducted approximately 230 calls a day to incoming students.

Lakeside Transportation                      Waukegan, Illinois                      August 2018 – May 2019

### *Greeter*

- Assisted students to assigned seating.
- Completed operational procedures in ensuring seatbelt protocols were adhere to.
- Provided extra care to special need students.
- Monitored student activities daily in reinforcing rules and regulations.

Great Wolf Lodge                      Gurnee, Illinois                      May 2017 – September 2018

### *Greeter*

- Greeted customers daily in a friendly manner.
- Maintained customer loyalty by explaining Great Wolf policies and procedures.
- Offered preferred incentives such as service cards to new customers.
- Prepared daily report of customer transactions and the register final count.

Six Flags                      Gurnee, Illinois                      May 2016 – October 2017

### *Flash Pass Associate*

- Responsible for verifying THE FLASH Pass ride eligibility.
- Sold customer passes for THE FLASH riders based on assigned locations throughout the park.
- Assisted customers with questions, or issues with THE FLASH Pass.
- Quoted price of various park items and services.
- Operated the park cash register, such as compiling printed list and to display cost of purchases, taxes, and rebates.



- Social Media Etiquette Certificate
- Interpersonal Communication Certificate
- Conflict Resolution Certificate
- Diversity & Inclusion Certificate
- State of Illinois Sexual Harassment Certificate

**REFERENCES**

References are available upon requests.