**FUNTIONAL RESUME**

Name: TODD BOOTH

Address: City, State, Zip Code

Phone: 000-000-0000

E-Mail: email@email.com

**PROFESSIONAL SUMMARY**

Versatile Cashier with exemplary cash register system skills and EDUCATION proven commitment to store cleanliness and safety. Determined to lead and promote high levels of customer service and engagement High School Diploma efforts.

**WORK HISTORY**

**Cashier Team Lead, 07/2018 to Current**

Company Name, City, State

Quickly and accurately counted drawers at start and end of each shift.

Maintained current knowledge of store promotions and highlighted sales to customers.

Processed POS transactions, including checks, cash and credit purchases or refunds.

**Barista /Cashier, 04/2016 to 09/2018**

Company Name, City, State

Maintained supply levels in counter and customer areas to meet typical demands.

Learned every menu preparation and numerous off-label drinks to meet all customer needs.

Constantly expanded personal knowledge of coffee styles and varieties.

**Cashier, 08/2013 to 07/2016**

Company Name, City, State

Reconciled cash drawer at start and end of each shift, accounting for errors and resolving discrepancies.

Consistently met upsell goals by highlighting target merchandise with strategic promotional approaches.

Helped customers complete purchases, locate items and join reward programs to promote loyalty, satisfaction and sales numbers.

**EDUCATION**

**High School Diploma**

Lincoln, NE

05/ 2016

Mason City High School – City, State