|  |
| --- |
| John Doe |
| SummaryEnthusiastic and detail-oriented individual eager to start a career in call center management. Strong communication skills and a passion for customer service. Ready to support team goals and enhance customer satisfaction.Work Experience**Customer Service Representative Jun 2022 – Present**ABC Corp Springfield, IL* Answered an average of 50 calls per shift, providing solutions to customer inquiries and issues.
* Achieved a customer satisfaction score of 95% through effective problem resolution.

**Intern Jan 2022 – May 2022**XYZ Solutions Springfield, IL* Supported the customer service team by documenting customer feedback and assisting in data entry tasks.
* Participated in team meetings to improve service processes and enhance customer interactions.

EducationBachelor of Arts: Communication Jan 2022*University of Illinois**Springfield, IL* | Contact(555) 123-4567john.doe@example.comSpringfield, IL 62701SkillsCustomer ServiceCommunicationProblem SolvingTeam CollaborationTime ManagementData EntryActive ListeningMulti-tasking |