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| Jane Doe | | |
| Summary  Enthusiastic and motivated recent graduate with a passion for providing excellent customer service. Eager to leverage strong communication skills and problem-solving abilities in a fast-paced environment.  Work Experience  **Customer Service Intern Jun 2022 – Aug 2022**  XYZ Corporation Anytown, CA   * Assisted customers with inquiries and complaints, achieving a 90% satisfaction rate. * Documented customer interactions in the CRM system for future reference.   **Retail Associate Jan 2021 – May 2022**  ABC Retail Store Anytown, CA   * Provided exceptional service to over 50 customers daily, leading to a 15% increase in store ratings. * Trained new employees on customer service protocols and store procedures.   Education Bachelor of Arts: Communication Jan 2022 *University of Anytown**Anytown, CA*  references   * Provided upon request | Contact  (123) 456-7890  jane.doe@example.com  Anytown, CA 12345  Skills  Communication  Problem-Solving  Time Management  Active Listening  Team Collaboration  Conflict Resolution  Adaptability  Attention to Detail |