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| Jane Doe |
| SummaryEnthusiastic 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.

EducationBachelor of Arts: Communication Jan 2022*University of Anytown**Anytown, CA*references* Provided upon request
 | Contact(123) 456-7890jane.doe@example.comAnytown, CA 12345SkillsCommunicationProblem-SolvingTime ManagementActive ListeningTeam CollaborationConflict ResolutionAdaptabilityAttention to Detail |