**Hannah Rhea**5942 Stratford Place New Orleans, LA

Cell: (312) 890-6999
hannahrt95@yahoo.com

**SKILLS**

 • Proficient in Microsoft Office Suites

 • Excellent communication and interpersonal skills

 • Proficient in Mac OS

**EDUCATION**

**3+**

 Lakeland College Sheboygan, WI August 2013 – December 2013

 Illinois Center for Broadcasting. Chicago, IL January 2014 – May 2015

Delgado Community College New Orleans, LA January 2015- Present

**WORK EXPERIENCE**

Best Buy New Orleans, LA November 2014 – Present

*Computer Salesman*

 • Make sure that customers have a great experience

 • Maintain safe and clear work environment

 • Sell top of the line Windows and Apple products

 • Stay up to date with the latest technologies

Le Meridien New Orleans, LA February 2017-present

 • Answer phones in front office

 • Keep open communication between guests and staff

 • Document any issues going on in hotel and follow up on status

 • Make sure stay is up to hotel standards

Don Bohn Ford Harvey, LA

 • Make sure customers have a valuable experience while purchasing vehicle

 • Sell vehicles to customers

**COMMUNITY SERVICE**

BuildOn Chicago, IL January 2009 – January 2013

 • Distributed care packages of snacks and hygiene products to 30 homeless men & woman

 • Sang Christmas carols at three Chicago nursing homes for their elderly residents

 • Traveled to Mali to help build a school for children