Zoe Harris

Las Vegas, NV 89104 | (702) 555-4432

[zoe.harris@email.com](mailto:zoe.harris@email.com)

**Outgoing and dependable high school student with strong communication skills and a professional attitude. Known for being approachable, organized, and proactive in group and school settings. Eager to support customers and assist with day-to-day retail operations.**

# Professional Experience

**Volunteer Sales Assistant**

*Second Chance Thrift, Las Vegas, NV March 2023 - January 2024*

 Organized clothing racks, sorted donations, and created window displays to boost foot traffic  Supported customers by answering questions and finding requested items

 Operated register under supervision and maintained accurate records during weekend shifts

**School Store Staff Member**

*Valley High School, Las Vegas, NV September 2022 - Present*

 Restock merchandise, manage change drawer, and prepare daily sales logs  Promote new products during announcements and special events

 Handle up to 40 student customers per lunch period

# Key Skills

 **Cash handling**

 **Customer assistance ** **Inventory restocking ** **Peer mentoring**

 **Merchandising ** **Point of sale**

 **Professional conduct ** **Retail display**

 **Team collaboration ** **Time management**

 **Verbal communication**

High School Diploma

# Education

Valley High School, Las Vegas, NV | Expected May 2024