

# Cindy Ruiz

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(512) 422- 1271  
cindy.ruiz0803@gmail.com

## Education

**Sonrisas Training Center** - *Dental Assisting Program*  
Expected to Graduate September 2022 | Austin, Tx

**Del Valle High School** - *High School Diploma*  
August 2017 - June 2021 | Austin, Tx

## Work Experience

**The Park on South Lamar** — *Hostess*  
September 2020 - September 2021 | Austin, Tx

- Outstanding customer service
- Organizing reservacion and managing the seating chart
- Answering phone calls and in depth knowledge of menu

**Juiceland Warehouse** — *Production Worker*  
May 2021 - Present | Austin, Tx

- Operate machinery used in production process and assist machine operators
- Clean and sanitize working area and wash/ prepare produce
- Organize and label produce by date

## Certifications

**CPR Basic Life Support** - American Safety and Health Institute  
July 2022 - July 2024

**Google Analytics Individual Qualifications** - Certified 2022

## Skills

- Bilingual ( English and Spanish )
- Multitask
- Communication
- Detail Oriented
- Reliable
- Positive Attitude