



# CHARLES WILLIAMS

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## PROFESSIONAL SUMMARY

Dedicated with history of meeting company goals utilizing consistent and organized practices. Skilled in working under pressure and adapting to new situations and challenges to best enhance the organizational brand.

## SKILLS

- Teamwork
- Website Building
- Content Strategy
- Email Marketing
- Social Media Advertising
- Video Production
- Communication
- Adobe Suites
- Microsoft Suites
- Leadership
- Interpersonal Communication
- Video Editing

## WORK HISTORY

**Respite Care Provider** | Monroe County Department Of Human Services 09/2015 - CURRENT

- Assisted with daily living activities, running errands and household chores.
- Assisted clients with daily living needs to maintain self-esteem and general wellness.
- Provided compassionate and patient-focused care to cultivate well-being.
- Transported individuals to events and activities, medical appointments and shopping trips.

**Cashier** | All American Do It Center 11/2019 - 03/2020

- Answered questions about store policies and addressed customer concerns.
- Promoted customer loyalty and consistent sales by delivering friendly service and knowledgeable assistance.
- Replenished sales floor merchandise and organized shelves, racks and bins for optimal appearance.
- Reviewed weekly sales ads and monitored price changes.

**Cashier** | Walmart 10/2018 - 05/2019

- Operated cash register for cash, check and credit card transactions with excellent accuracy levels.
- Worked flexible schedule and extra shifts to meet business needs.
- Helped customers complete purchases, locate items and join reward programs.
- Restocked and organized merchandise in front lanes.

## EDUCATION

Western Technical College, La Crosse, WI

EXPECTED IN 12/2024

**Associate of Arts:** Digital Marketing

- Dean's List, Fall 2021, Spring 2022, Fall 2022, Spring 2023
- 3.89 GPA