

Kayleigh Gleason

Little River, SC
kayglea12@gmail.com
9102699454

Work Experience

Receptionist

Seashore Pediatrics - Southport, NC
October 2016 to August 2019

Employer: Donald Ludlow 910-616-1297

Waitress

Frying Pan - Southport, NC
April 2018 to April 2019

Employer: Craig Blanks 910-200-6010

Cashier/Customer Service

Brunswick Community College Bookstore - Supply, NC
August 2017 to April 2018

Employer: Wesley Graley 910-620-8820

Cashier/Customer Service

Kopps Kwik Stop - Boiling Spring Lakes, NC
January 2015 to October 2016

Employer: Richard Kopp 910-471-6633

Education

Associate in Arts

Brunswick Community College - Supply, NC
August 2015 to May 2020

High school or equivalent

South Brunswick High School
August 2011 to June 2015

Skills

Server, Training, Sales, Organizational Skills, Powerpoint, Receptionist, Scheduling, Filing, Data Entry, Customer Service Skills, Microsoft Word