

Resume: Accounting / Finance

AJANAE GARCIA

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Professional Summary

Detail-oriented Business major with strong accuracy in cash handling, organization, and time management. Experienced in fast paced environments and interested in accounting and finance roles requiring precision and reliability.

Skills

- Cash handling accuracy
- Organization & time management
- Customer communication
- Team collaboration
- Problem-solving
- Attention to detail
- Data entry basics
- High volume multitasking

Experience

CREW MEMBER — McDonald's, Las Vegas, NV (10/2024–08/2025)

- Processed transactions accurately and maintained balanced register totals.
- Managed drive thru, counter service, and meal prep with efficiency.
- Resolved customer concerns professionally and maintained workflow organization.

EXPO — Mackenzie River Pizza, Las Vegas, NV (08/2023–05/2024)

- Coordinated food delivery between kitchen and service staff.
- Communicated clearly with team members to support smooth operations.
- Followed safety procedures and ensured accurate order handling.

Education

- BBA, University of Nevada, Reno — Expected 05/2029
- High School Diploma, Palo Verde HS — 05/2025

Awards

- Top Math Student (2021)