

Anthony Francis Cuccurullo

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Profile

I am a team player experienced in telecommunications, customer service, and computer operations. I want to contribute my enthusiasm and interpersonal skills to a business organization that also offers opportunities for my personal growth and development.

Professional Experience

- Tourneau, Paramus NJ** 2008-2009
Customer Service/ Expeditor
- Provided face-to-face Customer Service as well as over the phone resolutions of problems.
 - Handled all the expediting of watches in and out of the store.
- Neiman Marcus Department Store, Paramus, NJ** 1999-2007
Telecommunications, Customer Service
- Participated in all aspects of telephone operations to provide superior customer service.
 - Provided store management with administrative and computer support using Microsoft Office.
 - Ran PBX switchboard, and answered 200 calls per hour, responsible for training PBX operators.
 - Organized activities and contributed to team spirit for holidays and special events.
- American Business Academy, Hackensack, NJ** 1999-2000
Teacher's Assistant
- Provided instructor with administrative support by reviewing all students' assignments.
 - Tutored and coached students to achieve software mastery and course proficiency.
 - Solved computer hardware problems for the classroom.
- Caldor, North Bergen, NJ** 1996-1998
Warehouse Security Supervisor
- Promoted to supervisor after one year with company.
 - Trained and supervised new security hires.
- Warehouse Security Guard**
- Inspected and verified all trailers inbound and outbound.
 - Completed and maintained all log reports for store management.
- Rollins Transportation, Teterboro, NJ** 1988-1996
Dock Worker
- Loaded trailers, operated scanners and performed clerical responsibilities
- NJSE&A, The Meadowlands, East Rutherford, NJ** 1987-2000
PBX Switchboard Operator for Track, Arena, Stadium (Part time)
Burn's Security Guard for Racetrack, Arena, Stadium

Education

- American Business Academy, Hackensack, NJ** 1998-2000
Diploma in Computer Operations and Information Systems
- Presidents List, 4.0 CGPA
 - Microsoft Office Specialist (MOS) certified in Word and Excel
- Paterson Catholic High School, Paterson, NJ** 1983

Skills

Microsoft Office: Word, Excel, Power Point, and Access; Word Perfect; Lotus123 Customer Expression, Craftsman, Peachtree Accounting, Audit Works, Web Page Design and Online Data Entry (ODE-F).