

Ruqaiyah Dastajir

2541 Black Lake Blvd
Winter Garden, FL 34787
321-420-2412
Rrdastajir21@gmail.com

EXPERIENCE

Walmart, Winter Garden, FL—Customer Service Associate

January 2025 - PRESENT

At our customer service, I assist customers with their returns and financial services. As part of customer service, I also assist our cashiers when they have issues.

Max Realty & Consulting LLC, Winter Garden, FL —Office Assistant

May 2024 - December 2024

I organized the client's documents and filed them.

EDUCATION

West Orange High School, Winter Garden, FL — Diploma

August 2021 - May 2025

Completed coursework in core academic subjects, including biology, math, Spanish, and chemistry.

Valencia College, Orlando, FL— Associate of Arts (A.A.) Degree

August 2023 - April 2025

Balanced college coursework while completing high school, strengthening time management and critical thinking skills.

PROJECTS

Volleyball Tournament

I organized and set up the tournament in New York, it was a two-day event.

Certificates

HIPAA Certificate

OSHA Bloodborne Pathogen

TWIC Card

Smith System Defensive Driving

Interests

Volleyball- focus on teamwork, discipline, and maintain an active lifestyle.

Volunteer Work

Local Food Pantry- coordinate logistics for volunteer activities, efficient operations, and clear communication among team members. Train new volunteers.

National Honor Society (NHS)- Assisted elementary school teachers with classroom organization and student activities. Participated in community volunteer events, including local festivals and city activities. Demonstrated strong teamwork, responsibility, communication, and leadership skills while working with students, teachers, and community members.