

RESUME ID # 105

OBJECTIVE

To obtain a position as a *Material Handler, Stocking, or Automobile/Light Truck Detailer*.

SUMMARY OF QUALIFICATIONS

- Over 2 years' experience stocking shelves with merchandise in grocery, retail, and convenience store settings, including handling materials for shipping trucks to the sales floor
- Over 5 years' experience as an automobile detailer providing services to automobile dealerships, residential and commercial customers, and other clients
- Over 2 years' experience performing building and lawn maintenance
- Performed interior and exterior maintenance duties as needed
- Unloaded trucks and utilized pallet jacks to reposition products throughout warehouses and store floor
- Completes all projects/assignments on time or ahead of schedule
- Dependable, flexible, hard-working employee works well in a team environment
- Possesses basic computer skills including familiarity with Internet and email

PROFESSIONAL EXPERIENCE

09/12 - 01/17

Housekeeper

Capital Building Services Group at Bon-Ton, Niagara Falls, NY

- Vacuumed, swept, and mopped all areas of the Department Store floor
- Cleaned dressing rooms, restrooms, entrances, storeroom and break room
- Responsible for garbage, windows, glass, sinks, and restock paper products

04/11 – 07/12

Stockman

Wal-Mart, Niagara Falls, NY

- Unloaded truck shipments of merchandise
- Assisted customers with carry-outs to get heavy merchandise into vehicles
- Retrieved shopping carts and organized them in appropriate areas of store

12/05 - 01/07

Baker

Tim Horton's, Lewiston, NY

- Baked muffins, donuts, and other baked goods
- Prepared breakfast sandwiches
- Kept all work areas neat, clean, and sanitized
- Followed up on verbal instructions

03/94 - 08/04

Relief Staff / Auto Detailing / Production / Assembly/Lawn Maintenance

Opportunities Unlimited of Niagara, Niagara Falls, NY

- Assigned various projects as available and completed tasks in a timely fashion
- Completed paperwork necessary to account for work schedule and activity
- Refilled toner cartridges for clients of Cartridge King
- Provided auto and light truck detailing services for a wide range of customers

EDUCATION

Diploma

Lewiston Porter High School, Youngstown, NY