

ADEL MORENO

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Mission Statement

To use my knowledge and expertise to gain employment as a Jr. Web Developer. I enjoy working on the front-end aspect of websites the most. I appreciate the time working on a team and being able to add my input to the discussion to make the best website possible. I will use the skills that I possess make a positive impact on the company and my coworkers.

Skills

- | | | | |
|------------------|--------------|-------------------------|------------------------|
| • MySQL | • GitHub | • Quick problem solver | • Microsoft Excel |
| • PHP 7.2 | • PuTTY | • Team player | • Microsoft Outlook |
| • CSS3 | • Bootstrap4 | • Accurate and detailed | • Microsoft PowerPoint |
| • JavaScript ES6 | • Node.js | • Critical thinker | • Microsoft Word |
| • HTML5 | • Windows | • Employee training | • Kronos |
| • PHPStorm | • Apache | • Professional demeanor | • VeriBalance |

Work History

Albertson's – Rio Rancho, NM

07/2009 – Current

Assistant Administration Coordinator

- Received and routed business correspondence to correct department or staff member.
- Screened applicant resumes and coordinated both phone and in-person interviews.
- Streamlined daily reporting information entry for efficient record keeping purposes.

Assistant Customer Service Operations Manager

- Worked with and supervised up to 15 team members at a time.
- Worked by myself and with management to resolve customer complaints.
- Set a professional example for all other team members to follow.

Lobby Clerk

- Stocked back stock inventory.
- Assisted guests with exchanges and returns.
- Answered telephone calls and responded to inquiries.

Chili's – Rio Rancho, NM

07/2007 – 07/2009

Host

- Ensured preparation and service areas were kept in a sanitary condition.
- Guided guests through menus while demonstrating thorough knowledge of the food, beverages, and ingredients.
- Cleaned and organized dining, service, and kitchen areas.

Education

High School Diploma

2008

Rio Rancho High School - Rio Rancho, NM

Deep Dive Coding

2018

CNM Ingenuity – Albuquerque, NM

Community Engagement

I participate in many of Albertson's Market sponsored community outreach programs. The most recent was the Mudd Volleyball Tournament that benefited the Carrie Tingley Children's Hospital.