Anthony Ramanovich

133 bay 50 street apt 1a, Brooklyn, NY 11214 Home: 646-409-1135 Cell: 646-409-1135 anthonyramanovich@gmail.com

Professional Summary

Skills-

* Problem solving
* Takes direction well
* Self-motivated
* AutoCAD
* Attention to detail
* Friendly and helpful
* Quick learner

Work History

* Cleaning and food prep, Jul 2017 to Aug 2017
* United Activities Unlimited – Richmond County, NY
* Swept and washed all hard surface floors
* Returned emptied garbage receptacles to their proper locations.
* Removed waste paper and other trash from the premises to designated area.
* Prepped food in timely manner with team
* File management, Jul 2018 to Aug 2018
* United Activities Unlimited – Richmond County, NY
* Sorted documents and files
* Made and took calls when others when unavailable
* Managed and inputted monetary information into system

Education

High School Diploma: 2019

Staten Island Technical High School - Richmond County, NY

Computer Science Degree: Expected 2023

Brooklyn College – Brooklyn, NY