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# Archils Oburu

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## Summary

I am a self-motivated, innovative, committed team player seeking to offer core competence, hardworking, keen at the time keeping, dynamic and flexible, open minded, non-judgmental, able to work independently with minimal supervision and to execute service and duties allocated ahead of me. I am actively seeking an executive opportunity in a demanding, fast-paced multi-tasking office.

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## Skills

- Html, CSS, JavaScript, React Js
- Human Relation Skills
- Conceptual skills
- Technical skills

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## Experience

**MACHINE OPERATOR** | 01/2020 to Current **Clearwater Spas - Arlington, WA**

- Assembled, Hot tub products securely and accurately according to blueprints and specifications.
- Worked at a fast and steady pace to meet production goals.
- Performed visual final inspections and documentation prior to assembly, resulting in 100% quality of products.
- Worked closely with supervisors and designers to understand and meet production specifications.

**FARM MANAGER** | 01/2016 to 01/2019

**Self-Employed - Homa-Bay, Kaberamaido, Kenya and Uganda**

- Managed mixed farm, that entails crop farming, aquaculture, Tree nursery, and animal farming
- Protected environmental areas, team members and consumers from harm by closely monitoring chemical applications and production techniques.
- Directed efficient crop production to maximize resource utilization and consistently meet schedule and financial demands.
- Diversified farm income by adding customer events, activities and tours.

- Demonstrated working techniques, practices and optimal safety behaviors to workers, maximizing performance and reducing wasteful processes.

#### **FOOD AND BEVERAGE SUPERVISOR | 01/2015 to 12/2015**

##### **Country Lake Resort Garuga - Entebbe, Uganda**

- Established and enforced standards of personnel performance and service to provide customers with consistent and positive experiences.
- Cleaned and inspected food preparation areas for safe and sanitary food-handling practices.
- Controlled portion sizes and garnishing for optimal cost controls.

#### **FRONT OFFICE SUPERVISOR | 09/2014 to 12/2014**

##### **Golf Course Hotel- Kampala - Kampala, Uganda**

- Defined and documented office procedures, using updated SOPs to provide thorough and comprehensive training for all administrative support staff.
- Guided employees through routine and complex administrative situations with the decisive but motivational approach.
- Optimized personnel coverage, preparing work schedules based on staff availability and forecasted demands.
- Fielded complaints from clients and customers and rectify issues.
- Monitored financial bookkeeping for accuracy and compliance, resolving identified discrepancies.

#### **BANQUET WAITER | 01/2006 to 10/2012**

##### **Self Employed - Nairobi, Kampala, Kenya, Uganda**

- Checked on guests to verify satisfaction with meals and suggested additional items to increase restaurant sales.
- Welcomed guests with a personable attitude and smile, offering to bring beverage orders while reviewing menu options.
- Completed opening and closing checklists, including emptying trash, safeguarding alcohol and polishing silverware.
- Kept tables neat, cleared away dirty dishes, wiped down surfaces and refreshed glasses.

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## **Education and Training**

**Washington University- Full Stack Web developer 01/2022**

**Nkumba University - Entebbe- Uganda | Bachelor of Science**

Hotel Management and Catering, 10/2013

**Nkumba University - Entebbe -Uganda | High School Diploma 10/2011**

**Kenya Utalii College - Nairobi-Kenya | Some College (No Degree) Food and Beverage Service Techniques**