## **Matthew Whiteker**

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## **Skills**

<u>Technical:</u> Microsoft Windows & Office, Apple Ios, Android, Html, C#, .NET, C++ in Unreal Engine, Unity, Data Collection, Git, GitHub, Remote Work Experience, Managerial Experience

<u>Non-Technical:</u> Attention to Detail, Time Management, Team Leadership, Reliable and Dependable, Team Player, Quick Learner, Self Guided, Verbal and Written Communication, Multitasking and Prioritization, Calm and Professional Under Pressure, Strong Analytical and Problem Solving Skills

## **Projects:**

Here is a way to view my current projects I am working on https://github.com/Aznable-697

## **Education:**

Code Kentucky - Software Development with C#

# **Experience**

June 2014 - June 2016, June 2019 - PRESENT

#### American Landscapes, Cincinnati, OH - General Foreman

- Ordered necessary supplies and materials required for installation of new work and remodeling of existing systems.
- Worked alongside a team to accomplish work goals according to schedule.
- Prepared daily time cards and assisted in preparation of estimates and scope of work statements.
- Assigned duties to employees based upon individual strengths, effectively completing 99.99% of jobs on time.

October 2018 - June 2019

## Red Robin Bar and Grill, Florence, KY - Grill Cook

- Oversaw care and maintenance of kitchen equipment.
- Monitored line efficiency and implemented improvements for increased productivity.
- Distributed food to team members with efficiency in a high-volume environment.
- Handled portion control activities according to specified instructions provided by Management.

November 2017 - January 2018

#### Margeaux & Linda's Vegan Kitchen, Burbank, CA - Prep-Cook

- Maintained efficiency and flow of Scratch Vegan kitchen by helping lead cook complete Daily tasks.
- Distributed food during busy peak periods to drive customer satisfaction.
- Washed, peeled and cut fruits and vegetables in advance to save time on food preparation.
  - Reduced kitchen accidents by maintaining high standards of cleanliness and organization.
- Maintained effective supply levels by monitoring and reordering food stock and dry goods.
- Maintained high personal grooming standards and uniform presentation.
- Adhered to procedures in preparing food items.
- Washed, peeled and cut various foods such as fruits and vegetables to prepare for cooking or serving.

March 2017 - October 2017

#### Penn Station East Coast Subs, Crescent Springs, KY - First-Assistant Manager

- Limited portion sizes and used garnishes to control food costs.
- Orchestrated positive customer experiences by overseeing every area of Sandwich Making operations.
- Performed forecasting to identify necessary changes for supply chain business.
- Delivered training for staff development, change management and materials, process and technical controls.

November 2016 - February 2017

#### United States Parcel Service, Cincinnati, OH - Delivery Driver

- Completed on-time deliveries by choosing best and most efficient routes.
- Loaded truck and properly secured items to prevent damage for deliveries.
- Completed rush deliveries on tight timetables to satisfy customer needs.
- Delivered packages to customer doorsteps and business offices.
- Worked overnight shifts during peak periods to meet coverage needs.

January 2014 - June 2014

#### Convergys Corporation, Remote - Tier Two Technical Support

- Shepherded customers through ongoing or multifaceted technical struggles to research long-term solutions.
- Assessed technical complexity of tickets to escalate to Tier 3 team.
- Received inbound phone calls transferred from Tier 1 specialists to research and resolve advanced technical issues.
- Dispatched field service technicians to correct issues requiring in-person technical assistance.