Carter Moyer

Fond du Lac, WI 54937 (920) 904-2695

# Professional Summary

Hardworking and detail-oriented professional with years of experience in customer service and logistics. Proven ability to manage delivery routes efficiently while ensuring customer satisfaction. Currently pursuing a degree in Computer Science, demonstrating a commitment to expanding technical skills relevant to web design. Also have a website using vercel ([carter-portfolio.fyi](http://carter-portfolio.fyi)) that shows off my skills. I strong problem-solving abilities and effective communication skills contribute to a positive customer experience. Seeking to leverage these skills in a web design role.

# Work Experience

**Delivery Driver**

Doordash-Fond du Lac, WI

January 2023 to Present

* Delivered packages and goods to customers in a timely and efficient manner
* Ensured the safe handling and transportation of fragile or perishable items
* Managed delivery routes effectively to optimize efficiency and minimize fuel consumption
* Provided excellent customer service by addressing inquiries and concerns promptly and professionally
* Efficiently handled cash transactions when required for COD (Cash on Delivery) orders
* Demonstrated strong problem-solving skills when faced with unexpected road closures or traffic delays

**Diary Clerk**

Festival Foods-Fond du Lac, WI

June 2022 to Present

* Assisted customers in locating products, providing knowledgeable recommendations based on their needs
* Responded to customer inquiries via phone or email promptly and professionally, resolving issues or escalating as necessary
* Maintained a clean and organized work area, contributing to an efficient and visually appealing store environment
* Assisted in training new clerks on company policies and procedures
* Achieved many customer satisfaction ratings through friendly service and attention to detail
* Demonstrated strong problem-solving skills when addressing customer complaints or concerns effectively and efficiently
* Prioritized workload effectively to meet deadlines while maintaining accuracy

**Dishwasher/Cook**

Al Capone’s-Fond du Lac, WI

* Followed recipes and portion control guidelines to consistently deliver quality dishes
* Maintained cleanliness and organization of work station, adhering to food safety standards
* Collaborated with team members to ensure smooth operation during peak hours, effectively multitasking between prep tasks
* Operated commercial kitchen equipment such as slicers, mixers, and blenders safely and efficiently
* Ensured all cookware, utensils, and serving ware were properly cleaned and sanitized according to health regulations

# Education

**3 years in Computer Science (University and Fond du Lac High School)**

University of Wisconsin - Lacrosse-La Crosse, WI September 2023 to Present

Currently within a dual degree program to achieve masters degree more efficiently within 5 years total. I also am creating websites on my own free time as a hobby, which are showcased on [carter-portfolio.fyi](http://carter-portfolio.fyi).

# Skills

* Delivery Driver (2 years)
* Food Stocker (3 years)
* Cleaning Experience (4 year)
* Food Preparation (2 year)
* Website Design (3 years)

References

* Teachers
  + Kim Braatz (920) 579-2167
  + Dawn Kuhnz (920) 251-6229
* Managers
  + Brian Bliefnick (920) 273-0490
* Louis Freund (920) 251-7596

# Certifications and Licenses

**Microsoft Office Specialist Badges** December 2022 to Present

Earned these badges in highschool via a specialized class. This covers PowerPoint, Excel, and Word. You can see my badges on my website or click [here](https://www.credly.com/users/carter-moyer.32a37493).