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| KAYCE L. Shields  |  | | --- | |  | | Kaycelynn44@gmail.com | |  | | 561-284-4806 | | My Personal Website Link: | | www.Inspirationallyfe.com | |  | | Objective With having 7+ years in the food industry, to obtain food server positions, attention to details and having disposition. Also, providing the upmost customer service.  I would say that I have a Great Attitude, Honest, Motivated and Strong wiled with a whole lot of Confidence. | | Skills Flexibility, organization skills, actively being engaged, positive attitude, the willingness to learn and grow, and a great personality. I will learn for the better of any company I will work for. As well as wanting to learn a variety of different positions.  SKILLS  Experience in Customer Retention focusing on customer interaction and relationship.  Risk Management, protecting HIPPA Laws and protecting outside sources for incoming emails from “employees” claiming they are working for the Company.  Executive experience with creating a Business and being responsible for a project I believe in.  I also promote brands through Digital Media Marketing using social media as well as a personally designed website.  I also have experience with patients, speaking with them regarding health issues, their daily lives, and about what can help them with these issues they are experiencing. Working in a high fast-paced industries, I work well under pressure.  I have used Data Analytics with a profile that took Raw Data and showed insights from different States, Countries, Ages, Genders and using Public Opinions.  I have also created my own website that involves using Web Development/ Web Design. Along with understanding Webpage Layout, Content Creation and Content Production. | |  | |  | | --- | | Experience **ROOTED KAVA, KAVA BAR - LANTANA**  March 2022 – PRESENTLY  Communicative and customer- oriented bartending experience with just over a year of experience. Joining an innovative and friendly team to grow both professionally and personally. Mixing various drinks, handling cash drops, payments by the guests, keeping the bar neat, stocking and maintaining the bar, respond professionally to inebriated guests, as needed, while also checking IDs as needed.  **TRULIEVE MEDICAL DISPENSARY – BOCA RATON**  March 2021 – PRESENTLY  Know about the products we have for patients, understood, and abide by the HIPPA violations and rules. Handled cash and debit card transactions. As well, I would clean, do pick-ups, use a POS System, make phone calls to patients, restock the floor with the Inventory Team, as well as helped with Inventory Monthly Counts, and train new employees who start with the business and help them grow within the company. Participated in Training Courses to better my understanding of the Job. I have also accepted and Received Shipments. As well as consult meetings one on one with new patients to better their understanding of the product and or the company itself. I also was trusted with the responsibility of driving a company car to do transfers, which helps move products from one location to another of the company. I also have experience in Shift Supervisor Priorities such as counting registers, processing EOD paperwork, directing patients to assigned registers, and assisting in patient complaints, while also fixing Dispensation errors. Submitting IT Support requests, using Email for communication, using Waitly for wait time management, understanding Ascentis, knowledge of OMMU Registry, and understanding SOPs. As well as doing Compliance for the Department of Health. Working as a Shift Supervisor on the management team, I am to oversee and maintain high productivity and give positive patient experience as well learned to give Interviews to potential hires. I organize bulletin boards and create tips for the previous work week. Qualifications for the position are teamwork, attention to detail, communication, leadership, and professionalism.  **PUBLIX SUPER MARKET – BOYNTON BEACH / LAKE WORTH**  July 2017- July 2018 & November 2020 – December 2022  Cash handling and restocking. Bagged food and provided an excellent customer experience. When I started with Publix in 2020, I went into the Deli Department, there I made sandwiches, learned all the Meats and Cheeses. I would also organize, clean, and do online orders. As well as, unloading and restocking when shipment would arrive. Mississippi sweets bbq - wellingtonOctober 2015- September 2018 Counter work included: Cleaning, organizing, making drinks, stocking, taking To-Go orders, answering the phones, setting up and breaking down, handling payments, and doing closing paperwork. | | Education **PALM BEACH STATE COLLEGE LAKE WORTH**  2018- 2019  I originally attended for Radiology, then Business Management. I am currently not in school but wish to proceed on when I find out what I want to do in my career for the long term.  **PARK VISTA HIGH SCHOOL LAKE WORTH**  2014-2018  My ending GPA was a 3.10. Extracurricular activities included Chorus and actively performed concerts, talent shows, and singing for major corporations as to Disney’s Candlelight. I excelled in English class promptly. | | REFERNCES |   **AMANDA HOLLINS SEAN TRIPP**  17 YEARS 4 YEARS  561-906-1014 1 (917) 287-0468  **SEAN SHIELDS**  21 YEARS  (561) 286-2684 |