

Cruz A. Flores

Shift Supervisor

about

Security Shift Supervisor with over 3+ years of experience as a supervisor having been officially acclaimed twice for outstanding job performance. Expert in customer service, communication, office technology and troubleshooting. Possesses an Associate Degree in Network Administration and certificate in data analytics. Hungry for growth!

contact



(916) 604-1814



Cruzaflo@hotmail.com



651 Veranda Circle,
Hayward, CA



Linkedin.com/in/cruz-flores-63767063/

EDUCATION

A.S. Network Administration

Sacramento City College

Sacramento, CA

2017

A.S. Network Administration

Vista Alternative High School

Fremont, CA

2012

SKILLS

- Windows Operating Systems (XP, Vista, 7, 8, 10)
- Microsoft Office & Outlook
- Google Workspace
- Adobe Pro
- Workplace
- General Computer Hardware/Software

CERTIFICATIONS

Certificate Data Analytics

UC Berkely Extension

Berkely, CA

Fall 2020

professional experience

2019 - Present

SECURITY SHIFT SUPERVISOR / G4S Security @ Facebook / Fremont, CA

- Created uniform request and database management system using Google Workspace
- Communicated job duties, client expectations, pass downs, and instructions to team
- Troubleshooted work devices and software for employees
- Used Microsoft Office and outlook to create documents, PowerPoints, and spreadsheets

2018 - 2019

SECURITY LEAD / Allied Universal @Stonestown Galleria / San Francisco, CA

- Monitored and pulled footage from CCTV cameras on a Windows 10 machine
- Used Microsoft Excel to track lost and found
- Performed customer service for mall patrons