

# DAVID REID

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## EXPERIENCE

### Job- the juice gallery

I worked a seasonal job at the a juice shop. I worked with some one Else making drinks like shakes, smoothies, and juice. I had to cut the fruits, make waffles, salt fish, passion fruit. I was also the cashier And then I clean the shop. I would open the shop and close it and run by myself some days handling all the groceries packing everything while dealing with customers.

### Intern – Burlington

Organized clothing items and maintained a clean, presentable store environment. Assisted customers in locating products, providing excellent customer service. Ensured merchandise was neatly arranged and easy to access.

### Intern - MTA

I worked in the office sorting files of people who got drug tested in the MTA and fired. I organized the files in alphabetical order. I created folders for different type of files and even new files and I organizied every other document I received as they Just moved into the new office.

### Intern - MTA

I worked in constructions maintenance my task was to clean the yard in its entirely and cut the over growing grass and trees and sometimes bring tools to the train stations under construction as during the summer the G train wasn't fully running. I also help the light maintenance worker fix the lights in the station.

### Intern - MTA

I worked in MTAHQ on the policy team. I had a project called the policy archiving project where I had to oragnazied files and and scan them to the computer then titled them. And the most important I had to go through every floor in the MTAHQ building, posting posters so the employees could know all the recent policies.

## SKILLS

Organization skills,  
communication skills,  
Microsoft skills, tech  
equipment skills, and the  
ability to learn quickly

## EDUCATION

### Transit tech - High school diploma

September 2020-June 2024

### Medgar Evers College — Associate's Degree

August 2024- ongoing

