

# Jacob Todasco

Jacob T

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Surrey Canada

## SUMMARY OF QUALIFICATIONS

I am detail-oriented, inquisitive and organized in my work process. I see any task to completion and I do so to the best of my abilities. I have numerous years of customer service experience which has provided me with compassion, patience and the willingness to satisfy a potential customer. I invigorate my colleagues through humour and light-hearted discussions.

I've also 20 years of various computer experience including video and picture editing, document and spreadsheet usage, product inquiry, research and data entry.

I'm a 'Jake' of all trades, and a master of pun. I also dabble in comedy.

## WORK EXPERIENCE

**Customer Service** | [London Drugs](#) | [Surrey, BC](#) | [From Oct 2017 to present](#)

I am the main aisle person in service of product management as well as a big emphasis on customer support.

**Graveyard Stock** | [Home Depot](#) | [Surrey, Canada](#) | [From Aug 2016 to Apr 2017](#)

Organized with a team to manage the incoming stock appropriately using mobile machinery and other necessary tools between the hours of 9pm and 5am.

**Receiver** | [Home Outfitters](#) | [Burnaby, Canada](#) | [From Jun 2011 to Aug 2014](#)

Day to day stock handler and shipper/receiver in charge of the incoming stock.

## EDUCATION

**Go Studios** | <https://gostudios.ca/> | [Vancouver, Canada](#) | [From Sep 2014 to Feb 2015](#)

Area of Study/Major: Acting for Television, Voice and Cinema

Each day in the week was something different, a wide array of skill focused classes related to acting such as voice work, improv, voice and movement, business, scene study, and script writing.

## SKILLS

- Paint.NET Proficiency: Proficient
- Video Editing - Video, Technical Proficiency: Proficient
- Computer Skills - Office Assistance / Secretary Proficiency: Proficient
- Conflict Management - People skills Proficiency: Basic Knowledge
- Positive Attitude - Traits (Enablers or Disablers) Proficiency: Expert
- Taking Responsibility - Traits (Enablers or Disablers) Proficiency: Expert
- Motivating people - People related Skills Proficiency: Basic Knowledge
- Comedy / Humor - Books Writing Proficiency: Basic Knowledge

## LANGUAGES

- English Proficiency: Fluent

## JOB SEARCH DETAILS

- **Categories of Interest:** Data Entry, Entertainment & Media, Human Services, Internet & Ecommerce, Online Marketing
- **Job Types:** Employee, Freelance, Temporary
- **Schedules:** Flexible Schedule
- **Level of Remote Work:** 100% Remote Work
- **Start Date:** Immediately
- **Availability:** Flexible
- **Maximum Hours/Week:** Flexible

- **Job Flexibility Preferences:** Flexible Schedule, Remote Work, Freelancing Job
- **Career Level:** Entry-Level
- **Highest Education Level:** High School Degree