Kyle Whitehead

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EDUCATION

FreeCodeCamp, Online Developmental Academy
Graduation Date: June 2025   **Concentration:** Responsive Web Design

High School Diploma, Capital High School, Helena, MT
Graduation Date: June 2014   **GPA**: 2.7/4.0

EXPERIENCE
November 2024 –
June 2025

Responsive Web Design, *FreeCodeCamp, Online Developmental Academy*
Goal: To grow my developmental skills in web design
Value: learned how to make a basic website with HTML and CSS
My Contribution:
- Designed marketing material including: Menus for Cafes, Magazines, Nutritional Labels
- Created simple animations & graphic images leveraging a combination of HTML and CSS colors
- Tabulated a balance sheet with design skills learned in class for data accounting
- Utilized cloud services to create quiz web pages, Survey & Registration Forms
- Built a photo gallery with CSS Flexbox & Paintings using Rothko Painting Design

September 2024 –
Present

Sanitation Specialist, *Dayspring Restoration, Helena, MT*
Goal: To optimize the cleanliness and sanitation of clients buildings
Value: Maintained an optimal level sanitation for clients
My Contribution:
- Cleaned 8 commercial and state buildings up to regulation standards
- Maintained orderly work vehicle and safely followed traffic regulations

June 2024 -
September 2024

Sandwich Artist, *Jimmy Johns, Helena, MT*
Goal: To provide excellent and speedy customer service and minimize cost
Value: Developed better communications and customer service skills
My Contribution:
- Front of House Operations: Worked the cash register, assembled and packaged sandwiches, took online and phone orders
- Back of the House Operations: Sliced: meats, veggies and breads, sanitized entire store, closed the entire store

January 2024 –
June 2024

Cashier, *Lowes, Helena, MT*
Goal: To provide excellent and speedy customer service and minimize cost
Value: Developed better communications and customer service skills
My Contribution:
- Cashier:

January 2021–
January 2022

Cashier, *Home Depot, Helena, MT*
Goal: To provide excellent and speedy customer service and minimize cost
Value: Developed better communications and customer service skills
My Contribution:
- Cashier:

2020 – 2021
2022 - 2023 -
Present

DoorDash, *Helena, MT*
Goal: To provide excellent and speedy customer service and minimize cost
Value: Developed better communications and customer service skills
My Contribution:
- Driver:

June 2020 –
September 2020

Housekeeper & Breakfast Assistant, *Hilton Hotels, Helena, MT*
Goal: To provide excellent and speedy customer service and minimize cost
Value: Developed better communications and customer service skills
My Contribution:
- Housekeeper:
- Breakfast Assistant:

2017-
2020
	Shelf Stocking & Freight Crew Optimizer, *Target, Helena, MT*
	Goal: To provide excellent and speedy customer service and minimize cost
	Value: Developed better communications and customer service skills
	My Contribution:
	   • Shelf Stocking:
	   • Freight Crew:

2017 –
2020
	Crew Member, *Taco Bell, Helena, MT*
	Goal: To provide excellent and speedy customer service and minimize cost
	Value: Developed better communications and customer service skills
	My Contribution:
	   • Front of House Operations: Worked the cash register, assembled and packaged sandwiches, took online and phone orders
	   • Back of the House Operations: Sliced: meats, veggies and breads, sanitized entire store, closed the entire store

2014 –
2017
	Crew Member, *Burger King, Helena, MT*
	Goal: To provide excellent and speedy customer service and minimize cost
	Value: Developed better communications and customer service skills
	My Contribution:
	   • Front of House Operations: Worked the cash register, assembled and packaged sandwiches, took online and phone orders
	   • Back of the House Operations: Sliced: meats, veggies and breads, sanitized entire store, closed the entire store

TECHNICAL SKILLS	**Languages:** HTML 5, CSS 3 **Frameworks/Packages:** **Operating Environments:** OS, Windows, iOS
BUSINESS TOOLS HONORS AND ACCOLADES	Microsoft Office: Word, Powerpoint, Excel; Google Suite, GitHub, Free Code Camp