Brandon K. Jordan

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Warehouse / Inventory /Stocker/ Cook / HVAC Certification / Baker / Utility Worker / Janitorial

SUMMARY OF QUALIFICATIONS

* Extremely hard working
* Ambitious and energetic employee

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* Self-motivated and diligent worker
* Very punctual with a strong work ethic
* Great attention to detail
* Comfortable working alone or in a team environment

Warehouse/Assembly:

* Packaged and inspected finished products coming off of the assembly line
* Moved pallets of finished product from the assembly line area to the warehouse for shipping
* Worked in a fast paced environment where attention to detail was a priority
* Moved raw card stock to the assembly line for production
* Created, packaged and prepared orders for customers from purchase orders
* Inspected products to insure correct quantities and items were present
* Labeled finished product with shipping labels and prepared for shipment

Industrial Food-service:

* Gathered raw ingredients from the store room and prepared other items for baking
* Worked on the hot and cold lines to prepare 3 meals a day in a commercial kitchen for 100+ customers
* Worked closely with the kitchen manager on daily menus
* Washed dishes and performed other utility work
* Cleaned and sanitized all work areas to ensure a clean and safe work environment
* Worked closely with all kitchen staff to ensure smooth kitchen operation

HVAC Certifications:

* Greenbush HVAC Certificate Hutchinson, KS 2004
  + Tested electrical circuits and components for continuity, using electrical test equipment.
  + Tested pipe and tubing joints and connections for leaks, using pressure gauge or soap-and-water solution.
  + Joined pipes and tubing to equipment and fuel, water, or refrigerant source, to form complete circuits
  + Installed, serviced, and repaired heating and air conditioning systems in residences or commercial locations as part of our training cirriculum
* EPA Environmental Certificate Hutchinson, KS 2004

WORK EXPERIENCE

* Hallmark, Inc. Stocker/Inventory Specialist Topeka, KS
* Reser Fine Foods Stocker/Inventory Specialist Topeka, KS
* Aramark Baker/Cook/Line Worker/Utility Stockton, KS
* State of Kansas Quilt Maker/Grounds Maintenance Norton, KS