*Anthony J Longoria*

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**SUMMARY OF QUALIFICATIONS:**

* + Strong Customer service ability among other retail based experience.
  + Capable Food Service worker
  + Bi-Lingual among other “soft-skills” that lend to a productive environment.
  + Self-Motivated, Self-Directing, innovative with new ideas and outcomes.
  + Attention to detail with exacting attention employer expectations.
  + Applicable education experience, with fast implementation and learning.
  + Proficient cosmetology tools & equipment; woodworking, metal working & automotive practices and tools.
  + Experienced Fork lift operator among other tools, tape measures, power tools, etc.

**PROFESSIONAL SKILLS:**

**Retail Sales:**

* + Greet customers and ascertain what each customer wants or needs.
  + Describe merchandise and explain use, operation, and care of merchandise to customers.
  + Recommend, select, and help locate or obtain merchandise based on customer needs and desires.

**Electronics Refurbishing:**

* + Inspect cellphones and other electronic equipment to determine causes of malfunctions and fix minor problems for resale.
  + Tested electronics to determine proper functioning.
  + Respond to program error messages by finding and correcting problems or terminating the programs.

**Janitor:**

* + Kept buildings in clean and orderly condition.
  + Performed heavy cleaning duties, such as cleaning floors, shampooing rugs, and washing surfaces.
  + Serviced, cleaned, re-supplied all restroom and office space areas.

**EDUCATION:**

* Post-Secondary Music Ed. Friends University 20 hours Wichita, KS
* IC3 Computer Literacy Certification Barton Community College 30 hours Ellsworth, KS
* Cosmetology Certificate Vernon’s School of Cosmetology Wichita, KS
* Federal Tax Preparer’s Certification H & R Block Liberal, KS

**EMPLOYMENT:**

* + State of Kansas Janitorial/Maintenance/Dog Handler Ellsworth, KS
    - Maintained musical, electronics, and other equipment as assigned and needed.
    - Maintained records-such as use and replacement of hazardous material records for mass cleaning.
    - Maintained custodial equipment for treating and buffing floors.
    - Cleaned common area to include dormitories, offices, and hallways
    - Floor Tech by maintaining floors by sweeping, mopping, stripping, waxing, etc.
  + Self Employed Refurbishing/Landscaping Wichita, KS