**Vernon W. McNeil**

**401 S. Emporia**

**Wichita, KS 67202**

**(316) 265-5211 Ext. 208**

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SUMMARY OF QUALIFICATIONS

* Extremely hard working and enjoys taking on new challenges
* Ambitious and energetic employee
* Self-motivated and diligent worker
* Very punctual with a strong work ethic
* Great attention to detail
* Willing and eager to accept any overtime opportunities
* Comfortable working alone or in a team environment

**WORK HISTORY**

* **Family Kitchen Owner/Cook Kansas City, MO 2015 – 2016**
  + Owner and sole proprietor of a restaurant serving hot and cold items to customers
  + Conducted Inventory, financial audits, food prep, cook food and deliver great customer service
* **CoCard Financial Advisor Overland Park, KS 2012 – 2014**
  + Handled merchant accounts dealing with credit card machines and ATM’s
  + In-house financing, monthly audits and business to business sales in the metro area
* **Briggs Auto Salesman Lawrence, KS 2010 – 2011**
  + Sold new and used vehicles to customers while providing excellent customer service
  + Maintained client relationships, created purchase contracts and leases, calculated purchase agreements
* **Keith Shaw's Barber** **Shop** **Barber/Stylist Kansas City, MO 2006 – 2009** 
  + Maintained and independently cultivated a clientele list to provided barber and stylist services
  + Responsible for scheduling / time management , equipment maintenance, inventory and supplies, proper use of chemicals, cleanup and waste disposal
* **Panera Bread Restaurant Associate** **Kansas City, MO** **2005 – 2008** 
  + Greeted and worked with each customer; taking orders and ensuring excellent customer service with each transaction
  + Assisted in maintaining a clean, safe and well-organized restaurant
* **It's My Business Custodian Technician** **Kansas City, MO 2009 – 2010**
  + Provided general cleaning services for office and work areas
  + Cleaned facility restrooms and utility areas, vacuumed floors, emptied trash, waxed and polished hard surface flooring
  + Maintain inventory of consumable supplies

**EDUCATION**

* **OSHA Job Safety Course 10HR Kansas City, MO 2010**
* **House of Heavenly Beauty School Cosmetology Kansas City, MO 2004 – 2005**
* **Central Missouri University Business Administration Warrensburg, MO 2001 – 2002**