James O'Brien 2924A Wadsworth Ave, Orlando FL 32806 (614) 312-6852

Obrienjames934@gmail.com

Area of Expertise

Customer Satisfaction Inventory control Product expertise Product launches and sales Safety and quality CPR certified Employee training Assurance Pavroll Forecasting Microsoft 365 HTML. CSS. JavaScript, iQuery, Bootstrap, Express, Node, databases, MongoDB, MySQL, Git and Github

AWARDS

Greater Sarasota Chamber of Commerce Excellence Award

EDUCATION

State College of Florida Bradenton, Florida Associates of Arts Degree

Sarasota Technical Institute Sarasota, Florida Business Technology Diploma

UCF Full Stack Web Developer Boot-Camp

Objective

Seeking a Web Developer position with a strong company to achieve and exceed professional and personal goals.

Professional Experience

United States Post Office 10425 South Orange Ave Orlando, FI 32834 Mail Handler seasonal position

November 2021 - January 2022

- Organize and separate the mail according to USPS protocol
- Training and completion of all USPS machines and equipment
- Distribute mail to carriers
- Load and unload all mail and packages
- Communicate with courier services

Armstrong Air and Heat 671 Business Park BLVD #104 Winter Garden, FI 34787 Superintendent

March 2021 - September 2021

- Managed a crew of 10 or more sub contractors
- Collaborate with building inspectors and fire marshals for final building inspection
- Administrative tasks included scheduling, forecasting, inventory and deliveries
- Maintained safety and ongoing training
- Meet and exceed deadlines
- Daily communication with all departments on site
- Work with all team members to execute tasks daily, weekly and monthly
- Ability to resolve all problems with quick and positive resolutions

Town Park, LLC Hilton Buena Vista Palace Hotel and Spa 1900 East Buena Vista Drive, Buena Vista, FL 32830 Account Manager

September 2018 - March 2020 March 2022 - present

- Managed employees to achieve client standards
- Administrative tasks include forecasting, scheduling, payroll and financial reports
- Monitor and encourage recertification with team members
- Encourage and assist in training team members
- Strong communication with all Hilton management departments

Publix Orlando, Fl Lead Deli Associate

January 2018 - July 2018

- Team leader for deli department
- Maintained product inventory, stocking of all foods and product
- Handled daily sales and promotions
- Training of all equipment
- Exceed customer service exceptions
- Knowledge of all products
- Boars Head Certification
- Certification on food handling and safety

Performance Auto Mall, LLC 269 Aulin Ave Oviedo, FI 32765 Manager of Transportation

May 2017 - December 2017

- Communication with state dealerships for scheduling, maintenance, product pick up and delivery to the state of Florida
- Respond to and resolve complaints and problems
- Daily management of logistics for five mobile trailers
- Manage warehouse inventory and records
- Monitor and manage budgets
- Maintained accurate transportation routes

Ruth's Chris Steak House Sarasota and Orlando, Fl Columbus, OH Trainer, Key Employee, Server, Bartender

June 2009 - May 2017

- Worked with management assisting in ordering, inventory, forecasting, payroll and projects
- Head Trainer for all staff and new hire management
- Completed the Ruth's Chris Management Leadership Program
- Utilized team building, mentoring and conflict resolution in performance of duties
- Knowledge of all products including: wine, alcohol and food
- Customer Service
- Delivered customer excellence
- CPR and Fire training protocol

Reference available upon request