

PRESTON GEYER

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Professional Summary

Hello, my name is Preston Geyer. I am fresh out of the UCF coding boot camp and am looking to practice my new skill in the field. I'm loyal and eager to meet new people and experience in a new job field.

Skills

- Team building: met with peers every week for creativity and conflict resolution exercises.
- Gained necessary experience for character and skill development.
- Learned to quickly assess situations and collaborate to find the best practice solutions.
- Computer literate
- Quick learner
- Results-oriented
- Multi-Task Management
- Positive learning process
- Customer service
- Customer needs assessment
- Microsoft Office
- Customer satisfaction
- Time management skills

Education

High School Diploma

Lyman High School

2014

Longwood, FL

Coding boot camp certificate

UCF

2021

Orlando, FL

Work History

Customer Service Staff

Publix

May, 2013 to Present

Maitland, FL

- Assisted [Job Title] by ordering items, including apparel and clubs for pro shop from various vendors.
- Inputted information from customer calls and onsite service visits into the company's system using [Software].
- Effectively controlled the release of proprietary and confidential information for general client lists.
- Maintained high level of professionalism and calmness with all personnel, even in high-stress situations.
- Trained other CSS and cashiers on back office counting, which improved overall productivity and efficiency.
- Used discretion and sound judgement in using company materials and supplies.
- Communicated with parts department to obtain needed parts.
- Manage relationships with existing customers through implementing the customer process
- Assisted customers by checking [Software] system to find merchandise at other locations, arranging for shipments and delivery.
- Managed day-to-day operations and maintenance of equipment in Customer Service department.