

# Allen Grant

## Seeking quick employment

Norman, OK 73071

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Attain a position that will enable me to use my strong work ethic, customer service background, and my ability to solve problems in a fast paced work environment.

## Work Experience

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### Bartender

Omni Hotels - Oklahoma City, OK

March 2021 to Present

- Provide exceptional and professional service to guests by promptly welcoming and courteously serving guests;
- Dispense alcoholic beverages and control service to ensure accordance with liquor laws and company policies and regulations;
- Perform side duties such as cleaning , sanitizing , garnish preparation, miscellaneous food and beverage preparation, stocking, etc.;
- Ensure all alcohol is removed from counters and tables prior to closing time;
- Complete daily opening and closing duties;
- Account for all cash and secure money drops according to company policy;
- Ensures tips are reported properly for tax processing;
- Observe Health Department guidelines for food handling and sanitation so that guests and employees will not be in risk of cross-contamination. Keep compartment sink, side boards, and refrigerators clean and sanitized.
- Date and rotate food on a daily basis;
- Follow all company safety and security policies and procedures, including reporting accidents, injuries and unsafe work conditions to management; and
- Any and all other work as required to complete the primary purpose of the position.

### Cash Transport Guard

Brink's Incorporated - Oklahoma City, OK

April 2016 to February 2021

- Deliver or pick up valuables at customer locations
- Dispatch personnel to ensure successful transactions
- Remain alert and prepared at all times, not only protecting the crew or premises against attack, but also watching for accidents that could result in a loss
- Reconcile customer deposits and receipts of all valuables handled during daily business
- Other duties as directed
- Completion of all Department of Transportation requirements
- A valid firearms permit OR ability to pass applicable firearms licensing requirements
- Guard card OR ability to obtain a guard card or any other required licenses

- Ability to lift up to 50 pounds and all other essential job functions as measured by the Brink's Human Performance Evaluation.

## **Bartender**

TGI Friday's inc - Oklahoma City, OK  
August 2017 to December 2018

- Maintains a warm, welcoming, "Corner Bar" atmosphere.
- IDs all guests ordering alcoholic beverages who appear to be 40 years old or younger.
- Properly and promptly prepare, garnish, and serve drinks to guests.
- Engages with guests by making drinks in front of the guest using working flair.
- Knows the menu and how to read each guest to make appropriate beverage and food recommendations.
- Upsells guests on food or drink items when appropriate.
- Keeps a clean, organized bar area.
- Accurately rings up all orders in the POS system while maintaining ability to socialize with guests.
- Follows all relevant brand standards for service.
- Builds guests count by promoting specials and building a regular clientele.
- Strictly adheres to responsible alcohol service standards and is able to successfully "slow down a guest" or cut off an intoxicated guest when necessary.

## **Delivery Driver**

Domino's pizza - Oklahoma City, OK  
August 2016 to October 2016

- Use communication skills and apply basic math and logic skills
- Earn respect, be appreciated, and rewarded for achieving goals while providing exceptional Customer Service with high quality products

## **Machine Operator/ Delivery Driver**

Willis Management Group, LLC - Edmond, OK  
August 2015 to April 2016

- Reads Programs, Identify Errors, Sets Up Machines, Performs Offsets on turning machine centers
- Selects appropriate work holding and secures the workpiece in the CNC
- Loads and secures cutting tools
- Set up and operation of machine and observes cutting operation
- Compares completed workpiece with blueprint with regards to specific metric measurements based on pre-determined inspection cycle for the product
- Alerts lead of any non-compliant completed workpiece prior to continuing production
- Accurately completes required quality and production control documents
- Setting new tooling and offsetting tool/program as required
- Performs Basic Machine Maintenance Functions
- Follows all safety procedures regarding the proper operation of the machine
- Sets up and operates CMM with existing programs
- Check for tool wear, breakage and/or tool life monitoring system
- Deburring; understands all aspects of Deburring
- Cut bulk material down for to stock lengths
- Keep shop clean and organized including bulk material
- Remove scrap material and take it to be processed
- Deliver and pick up part equipment and supplies as needed

## **Merchandiser**

Total Wine & More - Arlington, TX

September 2014 to May 2015

- Complete freight process while ensuring sorting area is safe and organized including unloading of truck trailers, loading of merchandise onto carts; distributing inventory to correct locations; pulling and stocking merchandise from back room and overheads; resolve inventory discrepancies
- Provide customer service by greeting and establishing a relationship with customers while informing them of our products and services.
- Maintain aisles by following established sorting and stocking guidelines
- Open and stack cases and merchandise; break down boxes and bale cardboard
- Ensure signage is correctly placed; build displays and end caps; clean and maintain merchandise
- Become familiar with and sharing Total Wine & More's product portfolio
- Maintain store safety and cleanliness standards on the sales floor, stock room, lockers, kitchen, bathroom, etc.

## **Finish Technician**

Turnamatic Machine Inc - Richardson, TX

June 2013 to July 2014

1725 Jay Ell Drive, Richardson, TX 75081 (972) 235-1923

Job Title: Finish Technician

Prepare blanks for processing

All finish work

Inspect all parts prior to shipping

Operate forklift

Shipping and Receiving

## **Tool Technician**

United Technologies - Dallas, TX

March 2012 to April 2013

11550 Newberry Street Suite 200 Dallas, TX 75229 (972) 406-3520

Job Title: Tool Technician

Repair equipment under company's service requirements

Inspect cable and chain for safety

Inspect all parts and repair as necessary

Fill orders requested by field techs

Used proprietary software to take orders

Operate forklift

Shipping and Receiving

**Mechanic**

National Aircraft Services INC - Dallas, TX

January 2010 to May 2011

Tear down jt8 and jt8-200 engines in a safe and timely manner  
Clean aircraft parts to facilitate Id, inspection and repair processes  
Repair aircraft parts according to aerospace standards  
Identify, tag and catalog aircraft parts as desired by the customer  
Package aircraft parts for shipping

Process orders per customer needs

**cook/carhop**

Sonic - Glendale, AZ

November 2008 to January 2010

Took orders in a friendly manner  
Prepare order swiftly, safely and as per heath and company guidelines  
Ran shifts to ensure prompt service

Order product for the next 2 weeks

**Machinist**

DeVelco - Phoenix, AZ

November 2007 to March 2008

Clean aircraft parts to facilitate Id, inspection and repair process  
Repair aircraft parts according to aerospace standards  
Properly fill out and file federal forms in accordance with FAA rules  
Design, develop and manufacture custom tools and parts

**Hourly Supervisor**

Sam's Club - Glendale, AZ

November 2005 to November 2007

Supervise, manage and train associates  
Develops and coordinates layout changes  
Operate forklift, receive loads  
Assist management with anything that is delegated to me  
Product merchandiser, create/tear down displays

Pull recurring orders for customers

Education

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**High school diploma**

Centennial High School - Peoria, AZ

May 2005

## Skills

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- Machin operating (1 year)
- Forklift (8 years)
- Driving (10+ years)
- Receiving (3 years)
- Parts inspection (2 years)
- Product management (5 years)
- CNC
- Mechanic Experience
- CNC Lathe
- Equipment Repair
- Aircraft Maintenance
- Delivery Driver Experience
- Micrometer
- Blueprint Reading
- Security (4 years)
- Barista Experience (2 years)
- Calipers
- Manufacturing
- Coordinate Measuring Machine
- Quality Inspection
- CNC Milling Machine
- Mechanical Knowledge
- Bartender Experience (1 year)
- Customer Service

## Certifications and Licenses

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**DOT Medical Card**

**Driver's License**

**Abl liquor license**

## Assessments

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**Bartending — Highly Proficient**

February 2021

Understanding, pouring, and mixing drink orders

Full results: [Highly Proficient](#)

## **Food safety — Expert**

February 2021

Proper food handling, storage, and equipment use for preventing the spread of foodborne illness

Full results: [Expert](#)

## **Food service: Customer situations — Highly Proficient**

February 2021

Ensuring customer satisfaction and prioritizing tasks in a food service setting

Full results: [Highly Proficient](#)

## **Analyzing data — Proficient**

February 2021

Interpreting and producing graphs, identifying trends, and drawing justifiable conclusions from data

Full results: [Proficient](#)

## **Customer focus & orientation — Proficient**

February 2021

Responding to customer situations with sensitivity

Full results: [Proficient](#)

## **Bartender fit — Proficient**

February 2021

Measures the traits that are important for successful bartenders.

Full results: [Proficient](#)

## **Bartending — Highly Proficient**

February 2021

Understanding, pouring, and mixing drink orders

Full results: [Highly Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

## **Additional Information**

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Oklahoma cleet armed 4 years

Foster and Train Dogs