

GRILL COOK GRILL COOK GRILL COOK Castle Rock, CO Work Experience GRILL COOK THE PAINTED LADY SALOON AND RESTAURANT February 2019 to June 2019 I was tasked with preparing and cooking all food orders placed during the graveyard shift, maintaining the inventory list, preparing the next stock order, and supervising coworkers. I also maintained the kitchen cleanliness. In addition to assisting with developing new menu items being mindful of the portion sizes to determine sale prices. MECHANIC CHAD'S AUTOMOTIVE December 2013 to April 2014 I was assigned with multiple duties including diagnosing, sourcing parts, and repairing the full range of automotive problems. All aspects of vehicle repair including, but not limited to: Engine, Transmission, Drivetrain, Computers. PARTS SALES MANAGER AUTOZONE August 2011 to April 2014 In this role I was responsible for opening and closing the store, supervising and training other employees, maintaining store cleanliness and inventory allocation. As well cash handling with deposit drop off. SYSTEMS ADMINISTRATOR UNITED STATES SENATE February 2008 to August 2011 This role's main duties were to be in charge of maintaining and updating all servers, computers, and mobile devices used by the Senator as well as his staff in the D.C. office, in addition to all five of the New Mexico state offices. Education GED CASPER COMMUNITY COLLEGE 2001 Skills SALES EXPERIENCE, CUSTOMER SERVICE, TRAINING, STRONG COMMUNICATION SKILLS Assessments Cooking Skills: Basic Food Preparation Highly Proficient August 2019 Preparing food, using cooking equipment, and converting ingredient measurements. Full results: [https://share.indeedassessments.com/share\\_assignment/p6dn5dmbb5w-uyzm](https://share.indeedassessments.com/share_assignment/p6dn5dmbb5w-uyzm) Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field. Additional Information Skills & Abilities MANAGEMENT Throughout my working career I have built up 7 years of management history through multiple employers. I have been an Assistant Manager for Chipotle at two different locations as well as being a Shift Manager at Autozone. SALES Through my 3 years of sales experience at Autozone I have been able to build my customer service skills. COMMUNICATION I believe that strong communication skills, both verbal and written, are one of the cornerstones of a strong work ethic. LEADERSHIP I have completed Adult Leadership Training Camp through the Boys Scouts of America, and been able to

use those skills in both my professional and personal life.

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