# **Objective**

To obtain a permanent, full time position within an established company.

# **Experience**

### Applebee’s; Portland, OR 07/2012 to Present

* Line cook; Set up and tear down station, Facilitating of all prep for line, adhering to strict company and statewide health standards while prepping and preparing dishes on the line.
* Prep Cook; chopping, slicing, and cutting ingredients needed to complete a variety of recipes.

## **The Old Spaghetti Factory; Portland, OR** 11/2012 to 07/2012

* Line cook; Set up and tear down station, Facilitating of all prep for line, adhering to strict company and statewide health standards while prepping and preparing dishes on the line.
* Prep Cook; chopping, slicing, and cutting ingredients needed to complete a variety of recipes.
* Pantry; Remaining calm in a high stress environment while maintaining quality control while completing a variety of dishes and additional recipes.

## **IHS Group Solutions;** **New Orleans, LA** 2/2012 to 9/2012

* Assistant to Lead Maintenance Supervisor; wide variety of general maintenance for a 400-unit complex including plumbing, electrical, painting, miscellaneous repair work and upkeep of property.

## **Law Offices of Ernesto Gonzalez P.A. Orlando FL** 6/2011 to 1/2012

* Paralegal; Summarizing legal documents, performing records research, performing legal research, coordinating research, checking legal forms for accuracy, preparing reports. Answering the phone to client questions and taking in new clients.

# **Education**

## High School; General High School Diploma; Habana, Cuba 2004 to 2006

Maintained excellent attendance, as well as a high GPA

## University of Informatics Sciences; Habana, Cuba 2008 to 2010

Majoring in Computer Science; studied all aspects of computer technology including web development and design, programming, software development, implementation, and testing.

# **Skills**

* Bilingual; fluent and well versed in both Spanish and English language
* Microsoft Office Proficiency
* Excellent interpersonal skills
* Highly communicative, works well in a team environment
* Highly adaptable and able to grasp new concepts quickly
* 65/70 WPM
* Organized
* Highly motivated