

AYANNA MILLER
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WORK EXPERIENCE

MONON COFFEE CO., Indianapolis, IN

Barista Oct. 2018-Current

- Work with a small team to receive orders from guests and make drinks.
- Keep pastries and sodas restocked.
- Keep everything clean and tidy even during a rush
- Brainstorm with other team members on new drink ideas.
- Properly sanitize after each guest to ensure a safe environment for other teammates and new guests.

PING'S MUSIC, Indianapolis, IN

Instrument Repair Tech Apprentice 2016-Current (has been closed since the beginning of the pandemic, but plans on reopening soon)

- Properly set up instruments that come into the shop.
- Take inventory of instruments, strings, tuners, pedals, etc.
- Handle each instrument with care and respect.
- Take instruction and learn from the boss on how to approach new problems and potential fixes.
- Be knowledgeable about gear and always ask questions if something is unclear.

INDY HUMANE, Indianapolis, IN

Canine Care Technician June 2018- 2019

- Cared for each and every canine in the shelter.
- Worked as a team or alone to ensure each dog had gone out, been fed, and had a clean kennel in a timely manner.
 - Paid close attention to canine body language and reported any changes in behavior, bowel movements, eating habits, etc.
 - Managed time wisely to ensure every room had been taken care of.
 - Offered a helping hand to customers or volunteers that might have needed it.
 - Worked closely with the medical and behavioral team to help evaluate canines on intake.

FIVE POINTS KENNELS, Indianapolis, IN
 Kennel Attendant, April 2015 – 2018

- Kept a well organized, clean building at all times.
- Cared for the cats in the cat room.
- Cared for and cleaned up after the pets boarding at the kennel.
- Gave medicine to those who were scheduled to receive it.
- Was observant of each pet's condition in order support the well-being of the animal.
 - Worked as a team to not only ensure each task was completed in a timely manner, but also to
 - ensure each client was satisfied with the way their pet is being cared for.
 - Paid attention to every small detail to keep the kennel running smoothly.

EDUCATION

Herron High School, Indianapolis, IN.
 August 2010 - October 2012

K12 Online Academy, Indianapolis, IN.
 High School Diploma, May 2012

ElevenFifty Academy, Indianapolis, IN.
Web Development-TBA

ADDITIONAL SKILLS

- Able to work under pressure and get things done on time without sacrificing quality.
- Confident in ability to work in a team as well as alone.
- Ability to think outside of the box and find solutions to problems that others may have viewed as unfixable.
- Detail oriented and well organized.
- Confident in communication skills whether it be verbal or written.
- Always willing to listen to and aid in fixing a person's problem or concern.
- Confident in multitasking and time management.

REFERENCES

Johnny Ping, 317-919-5729
Employer at Ping's Music

Sara Lawson, 317-308-1255
Team lead at IndyHumane

Leslie Dolin, 317-502-4681
Employer at Monon Coffee