**Shawn Kendrick  
55 Burnside ave East Hartford Ct 06118  
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**Objective**: seeking a full or part time position with a reputable company that can  
help stimulate my skills.

**Skills:**• Proficient in using MS Word and Powerpoint  
• Operate office equipment including copiers, multi-line phones and fax machines.  
• Lead and manage staff  
• Capable of using the internet   
• Certified in Safety/Crisis Management  
• Cardio Pulmonary Recitation certified  
• Certified in Suicide Prevention  
• Certified in Drug and Alcohol Prevention

**Washington st. Juvenile Detention**

Juvenile Detention Officer

: 04/2010- 07/2010 Hartford ,CT  
(Medical Leave)

• Monitor and assist with juveniles with different emotional issues  
• Help secure the safety and wellbeing of juveniles on suicidal watch

**Bistro**  
Day Manager

: 2008-2009 Hartford, CT

• Assisted in managing daily operations of a restaurant.

**JC Penny Warehouse**Merchandise Handler

: 2006-2007 Manchester, CT

• Planned daily goals and performed inventory.  
• Lead and manage staff.

**Christmas Tree Shop**   
Home Furnishing Sales Associate

: 2005-2006 Manchester, CT   
• Executed daily operations of stocking the sales floor.  
• Sold home furnishings such as

**Kids R Us**  
Shoe Department Supervisor

: 1999-2002 Gwinnett, GA  
• Oversee floor moves, preparation of merchandise displays and presentations.   
• Conduct orientation, train, coach, and develop sales associates in executions of daily tasks.

**Sports Authority**   
Apparel Manager

: 1995-2002 Marietta, GA

• Provide and inspire outstanding service to our customers.  
• Planned daily goals and performed inventory.  
• Conduct orientation, train, coach, and develop sales associated in executions of daily