**EDWARD A. CROWELL**

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**OBJECTIVE**

Obtain a full-time position with varied tasks and opportunity for growth.

**HIGHLIGHTS OF QUALIFICATION**

* Exceptional customer service
* Attention to detail
* Experience with various maintenance tasks: waxing floors, general repairs, carpet cleaning
* Works well independently or as part of a team
* Punctual with outstanding attendance record
* Experience working in various conditions; proven physical endurance
* IICRC Certified (Institute of Inspection Cleaning and Restoration Certification)
* History of ‘Key Holder’ status in retail sales positions
* Ability to operate large box trucks; excellent driving record
* Strong verbal communication skills

**RELEVANT EXPERIENCE**

**Box Truck Driver / Warehouse Worker Plantations, Inc., Bloomfield CT**

**September, 2011 – Present**

* Deliver, install and maintain tropical plants
* Operate 14ft box truck for deliveries throughout Connecticut, Eastern NY and Western MA
* First impression of company when interacting with clients at various job sites
* Responsible for balancing multiple deliveries on schedule; varied duties from one job to the next
* Extensive clearance in high security corporate venues (including state and government buildings)

**Grounds / Maintenance The American Inn, Southwick MA**

**May, 2011 – September, 2011**

* Responsible for general landscaping duties: trimming, pruning, mowing, weeding and mulching
* Operating machinery: lawnmowers, backpack leaf blowers, vehicles, etc.
* Performed various work orders submitted by residents: household maintenance, repairs, landscaping

**Service Technician Liptak Carpet Cleaning and Flood Restoration, Westfield, MA**

**July, 2010 – December, 2010**

* Full service residential and commercial carpet, upholstery, and tile cleaning; full service mold and mildew remediation
* Flood restoration/water extraction
* Operated truck-mounted steam cleaner
* Twenty-four hour, on call emergency first responder to residential and commercial flood and mold jobs
* Obtained Institute of Inspection Cleaning and Restoration Certification (IICRC)
  + New England Steamway, Wallingford, CT

**Driver / Delivery / Installation Coastal Pool and Party, Pembroke, MA**

**May, 2007 – September, 2008**

* Delivery, installation and maintenance of party rental equipment
  + 20x30 tents (functions), bounce houses, tables, chairs, wooden dance floors
* Operated 12-16ft box trucks; delivered to entire South Shore region of MA

**ADDITIONAL EXPERIENCE**

**Key Holder Millie’s Country Store, Southwick, MA**

**March, 2011 – August, 2011**

* Performed cashier duties including alcohol, food, tobacco, and lottery sales
* Responsible for maintaining store appearance and closing up at the end of the night
* Stocked shelves
* Can and bottle redemption

**CSR Blockbuster, Westfield, MA**

**October, 2007 – October, 2010**

* Responsible for sales, customer service, account maintenance, inventory
* Achieved personal employee sales goals; assisted with reaching branch sales goals
* Obligated to stay informed about upcoming releases and act as point of product inquiries

**Admissions Tour Guide Westfield State University, Westfield, MA**

**October, 2007 – December, 2008**

* Hosted private and open house campus tours to groups of up to 35 members
* Acted as campus brand ambassador, knowledgeable of university services and offerings

**Key Holder Pro Sports, Kingston/Hingham, MA**

**September, 2004 – May, 2007**

* Responsible for day to day logistics: received shipments, placed orders, assisted in various tasks
* Responsible for new and current inventory and back stock
* Assisted with private team orders

**EDUCATION**

**Westfield State University**

Major: History

9 credits away from Bachelor’s Degree

ADDITIONAL INFORMATION, INCLUDING REFERENCES IS AVAILABLE UPON REQUEST.