

# Caponia Rand

Camden, NJ - Email me on Indeed: [indeed.com/r/Caponia-Rand/90b31c789734a00b](https://www.indeed.com/r/Caponia-Rand/90b31c789734a00b)

Authorized to work in the US for any employer

## WORK EXPERIENCE

### Housekeeping

Crowne Plaza Hotel - Cherry Hill, NJ - June 2015 to Present

#### Responsibilities

- I greet the guests
- I stocked my cart with supplies every mornings.
- Cleaned between 16 - 21 rooms a day.
- Mop, vacuum, clean tubs, toilets, shower walls and head.
- High and low dust everyday.
- Work with chemicals.
- And work with hand radios.

### Packer

Food Science - Mount Laurel, NJ - March 2014 to July 2015

#### Responsibilities

Packing at a fast paced, changing over machinery to a different product, working on a assembly line, with conveyor belt, standing for long period at a time, working with hand scanners, label makers and washing down equipment.

### Inventory Merchandise

Best Buy - Cherry Hill, NJ - April 2014 to February 2015

#### Responsibilities

unloading and reloading trucks, stocking merchandise, shipping and receiving, preparing online orders, wrapping pallets to be delivered, setting up planograms, and customer service.

#### Accomplishments

My accomplishments was being recognize for all the planograms I did in the store and having excellent customer service skills.

#### Skills Used

Computers skills, mathematics skills, customer service, and handling solo project.

### Stocker

Target - Cherry Hill, NJ - May 2013 to August 2014

#### Responsibilities

Unloading trucks, pulling pilots to their departments, cleaning up the back room, organizing backroom and shelves wit overstock items, working with hand radios, and excellent customer service skills

#### Accomplishments

Working with a great team and having my skills be notice.

#### Skills Used

Working with hand radios, and the knowledge of working in shipping and receiving.

### **Custodian**

North Gate 1 - Camden, NJ - July 2011 to March 2013

#### Responsibilities

Painting, taking trash to the compactor, mopping, sweeping, dusting, power washing walls&ground, vacuuming, wiping windows, wall fixtures, cleaning bathrooms, kitchens, landscaping, waxing all floors in the building, helping out the office, and any events that was going on in the building.

#### Accomplishments

the experience I learned and picked up on, and the work environment with the resident and management I s something I would never forget. Everyone was so warm and acceptance.

#### Skills Used

Power washing, landscaping, and waxing.

### **Night Stocker/Cashier**

Walmart - Audubon, NJ - February 2008 to October 2010

#### Responsibilities

Unloading trucks, loading trucks, stacking pallets, taking boxes to their right departments, stocking shelves, and cleaning off the loading dock. Keeping a clean work area, greeting every customer that comes to my register, making sure I never came up short and given the customer there right amount of change. Counting my register at the end of my shift.

#### Accomplishments

Working with such a great team.

#### Skills Used

Picking up on skills I didn't have before.

### **Assistant Manager**

Smith's Oil - Camden, NJ - September 2006 to June 2009

#### Responsibilities

Answering phone, making appointments, handling time sheets, all paperwork, helping out when we're short handed, and taking care of the company errands.

#### Accomplishments

Walking into a field and leaving with some much knowledge.

#### Skills Used

Having Excellent customer service skills and staying calm under stressful situations.

### **Security Officer**

Honor Guard Security - Philadelphia, PA - April 2007 to February 2009

#### Responsibilities

Making hourly rounds, hourly call logs, checking people in/out, working with and around surveillance cameras and metal detectors, customer service skills, and working with hand radios.

#### Accomplishments

Making employee of the month

#### Skills Used

Teaching new employees to handle equipment provided.

### **Security Officer**

US Security - Woodbury, NJ - May 2005 to June 2006

#### Responsibilities

Standing for 8-12 hours, making hourly rounds, checking people in/out, and daily reports. Working with the Camden Police and Camden Fire Department, working with hand radios, and surveillance cameras.

#### Accomplishments

Being recognize and awarded for all the hard work I've done.

#### Skills Used

having a perfect attitude, providing great customer service skills, and some knowledge in this field.

### **Shift Leader**

Wendy's - Lawnside, NJ - January 2004 to March 2006

#### Responsibilities

Making weekly schedules, training new employees, making bank runs, counting registered, making sure nothing comes up short or over, excellent customer service skills, and handling any problems that comes up.

#### Accomplishments

Being rewarded for my hard work.

#### Skills Used

Good leadership and excellent customer service skills.

## EDUCATION

### **HSD/GED**

high academics - Camden, NJ

2014 to 2014

## SKILLS

I'm a certified security officer, working in shipping and receiving, day, evening, overnight, cash handling, and excellent customer service

## ADDITIONAL INFORMATION

I'm a hard worker and my model is "first one in an last to leave." I'm dedicated, a fast learner, reliable, dependable, willing to try new thing an learn more so I can grown. There's nothing I'm not willing to take on.