

Jacob Mc Cormack

Intern

Lehigh Acres, FL 33971

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Summary

I'm a motivated and focused employee that is quick to learn. I'm also great at finding the most efficient way to perform a task and an incredibly hard worker.

Skills

- Fast Learner
- Speedy
- Extremely Hard Worker
- High Attention to Detail
- Motivated
- Easy to Work With

Work History

June 2022 to Current

Place of Work: The School District of Lee County, 2855 Colonial Blvd, Fort Myers, FL

Position: Intern

Duties:

- Manage the GovDeals auction account.
- Research and photograph technology in preparation for auctioning.
- Use HTML to format auction listings.
- Complete work orders such as packaging computers and chargers and deliver them to their designated areas and/or schools.

- Package and ship auction items as requested.
- Answer questions filed in the GovDeals auction account.
- Handle inbound and outbound pallets and boxes.
- Fix, recycle, and dispose of obsolete technology.
- Format and image computers.
- Scan items to be taken off inventory or moved between inventories.

January 2021 to June 2022

Place of Work: Southeastern Grocers (Winn-Dixie) Lehigh Acres, FL

Position: Grocery Associate

Duties:

- Assisted co-workers with their duties.
- Stocked shelves and faced products in a timely manner.
- Checked dates of tagged products to ensure no expired items are sold.
- Cleaned and organized the back room.
- Down stacked and sorted pallets from truck to be transported to the sales floor.
- Moved product from back room to sales floor.
- Fixed tags and readjusted item counts.
- Managed location-based inventory.
- Assisted customers in locating products within the store.
- Cleaned spills on the sales floor and in the back room.
- Constructed displays for products currently on sale while disassembling those that weren't.

January 2020 to January 2021

Place of Work: Action Business Corporation (Popeyes) Lehigh Acres, FL

Position: Crew Member

Duties:

- Assisted co-workers with their duties.
- Ensured condiments and boxes were stocked throughout the shift.
- Prepared food in accordance with customizations made by customers.
- Cleaned, sanitized, and organized food prep workstations.
- Took orders.
- Fixed orders for the customer.

Education

Lehigh Senior High School:

- High School Diploma

Florida Gulf Coast University:

- Majoring in Software Engineering
- 3.797 GPA
- Currently still in school.

References

Elizabeth Blackwell – *ITS Warehouse Manager at Lee County School District*
(239)-560-3434 (personal number)

Melody Wade - *Store Manager at Winn-Dixie*
(239)-561-0493 (store number)