

# Jordan (Jay) Johnson

**Diligent young adult, Reliable person.**

Columbus, OH 43224

[jordan1245257@icloud.com](mailto:jordan1245257@icloud.com)

+1 614 815 1082

As a student who made had great academic success throughout highschool, I feel I can work well under pressure/stress. I frequently volunteer in my community to help pick up trash and activities alike. In my spare time I work on my computer projects and spend time with my loved ones. I'm looking for a job that not only supports my willingness to give back to the community but provides a professional environment for me to grow as a person as well.

Authorized to work in the US for any employer

## Work Experience

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### **Panera Bread Associate**

Covelli Panera - Columbus, OH

Present

I work in the café making sure orders are taken and made accurately and in a timely manner. I greet customers and hope to impact their day in a positive way with each interaction. Customer service is the name of the game I play at work each day. The café position also allows me to help with the production process for the restaurant.

### **Amazon Fulfillment Center Associate**

Amazon.com - Obetz, OH

January 2022 to May 2022

I was an order picker driver at the CHM2 location in Obetz, Ohio. I am certified to operate an Order Picker (OP) Crown lift as well as a Center Ride Forklift and a Tug machine. Depending on my pick path for the night, I worked diligently to meet the quota established at the start of my shift. I did this by collecting items of various weights and sizes located across the warehouse, and delivering them seamlessly to the next process path to get orders picked, packed and shipped in a timely manner. We used handheld devices to manage our work flow/practice. The full time position allows for overtime pretty often which I take advantage of.

### **Head Cashier/Customer Service**

Menards - Columbus, OH

July 2021 to January 2022

I worked here as a head cashier and doubled as a guest service cashier. My responsibilities from day to day included tending to registers, counting drawers up and down for my cashiers, and managing the cash flow sheet at the end of the work day . I helped stock areas following the plan o gram (POG) printed out for our section. Adjusting inventory for our department. When I doubled as a guest service cashier I worked the desk processing returns, adjusting online orders and defecting items out. I managed our rental center which included tools and trucks. I was given title of team member of the week multiple times, and for the month of September October and December 2021 was voted best customer service

representative. Being goal oriented had led me to be as successful as I could be here but unfortunately there wasn't much room for growth at this company.

### **Crew Member**

Wendy's SGR restaurant - Columbus, OH  
May 2020 to March 2021

I worked here for close to a year, I can use the general manager Ruth Matthews as a reference to accurately describe my work ethic. The only reason I have left this job is because I have opened myself up for new opportunities that best allow me to flourish.

- Helped train new employees
- Worked the cash register
- Covered drive thru and front counter
- Bagged orders, meals and purchases for customers
- Took out trash and recycling
- Restocked items
- Swept and mopped store and lobby
- Worked in a high pressure environment
- Communicated with customers
- Maintained a positive attitude

### **Assistant**

Self Made Customs LLC - Columbus, OH  
June 2015 to September 2018

I helped with anything I was requested to do. Majority of the work was cleaning, organizing tools, cleaning motorcycle parts, collecting mail, and making sure customers had a clean and pleasant environment to be seated in while they waited.

## Education

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### **Associate in Science (AS) in Computer Science**

Columbus State Community College - Columbus, OH  
June 2022 to Present

## Skills

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- Food Production
- Food Preparation
- Cooking
- Food Service
- Cleaning Experience
- Food Safety
- Food Handling
- POS
- Kitchen Experience
- Meal Preparation

- Serving Experience
- Planograms
- Guest services
- Retail sales
- Packaging
- Inventory Control
- Warehouse Experience
- Order Picking