

Jaseane Figgins

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Operations Associate brings background in managing and maintaining facility and business objectives. Offers strong organizational skills and excellent attention to detail, methodical about checking work and correcting concerns.

Authorized to work in the US for any employer

Work Experience

Facility Manager

EōS Fitness - Tampa, FL

August 2020 to Present

- Provided oversight and supervision across multi-disciplinary teams of staff including cleaning, maintenance, ground and security.
- Ensured basic facility utilities are well maintained.
- Managed budgets and ensured cost-effectiveness.
- Ensured that facility meets government regulations and environmental, health and security standards.

Training Manager; Operations Manager

BrewTown Burgers

January 2017 to August 2019

- Implemented and directed training procedures/ staff development initiatives to maximize productivity and ensure smooth operations and happy clientele..
- Supervised employees and up to 60 patrons; exercised team leadership qualities.
- Cultivated interpersonal relationships with clientele to drive business development.
- Managed operated costs by monitoring and reporting inventory and merchandising audits regularly.
- Planned equalized workloads and conflict resolution when necessary.

Server/Bartender

BrewTown Burgers

January 2016 to August 2019

- Showed competence in prioritizing tasks with proper and timely execution
- Exercised exceptional customer service skills to uphold customer relationships.
- Consistently earn positive feedback through established rapport

Education

B.A. in Health Science; Administration & Management

University of South Florida

June 2018 to December 2022

Skills

- Inventory Control
- Business Development
- Conflict Management
- Facilities Management
- Microsoft Office
- Communication skills
- Customer and Client Relations
- Typing
- Leadership and Supervision
- Operations Oversight
- Social media management
- Procurement
- Merchandising