

KHALIL PERKINS

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COMPUTER SKILLS

Software (PC and MAC environments), Microsoft Windows, Microsoft Word, PowerPoint, Excel, Access, and Outlook, Blackboard, and Multi Sim

Knowledge of A+ Coding, 3D Printing and Modeling, Computer assembly and maintenance.

EXPERIENCE

Jan 2016- Present Shift Leader, Which *Wich, Fishers, IN*

- Train new employee on day to processes in the restaurant which includes opening, closing, food preparation and handling, cleaning facilities, customer service, memorizing and understanding the menu
- Maintain and organize food stock levels for day to day serving preparations and order levels.
- Process cash intake for orders and closing disbursements
- Provide customer service to patrons
- Upkeep of facilities including cleaning and kitchen

Oct 2014 – Present Volunteer, Bethel *Food Pantry, Noblesville, IN*

- Organize and stocked food and baby pantry for the church
- Greet, check id's and sign in pantry patrons
- Create and update patrons' forms based on Hamilton county authorization paperwork for pantry usage
- Open and close preparation for food and baby pantry

EDUCATION

Aug 2016- Present Obtaining AAS in Network Penetration, Ivy Tech
Indianapolis, IN

Aug 2012-May 2016 HS Diploma, Fishers *High School*
Fisher, IN

