Alex Deleon

Jacksonville, FL 32246

A qr code with dots

AI-generated content may be incorrect.nidad99@gmail.com +1 904 738 9701

# Professional Summary

I'm open to learning new skills! Knowledgeable of Front/Back-of House. I am very fluent in communicating, multitasking, and time management. I am currently going to school for Network Systems Technology and looking to get my foot in the door of IT.

Authorized to work in the US for any employer

# Work Experience

## Assistant Manager

Hot Topic-Jacksonville, FL

November 2023 to February 2025

Nov 2023 - April 2024 - Part-time

July 2024 – Feb 2025 - PT Asst. Mgr

* Assisted in the management of daily operations, ensuring smooth and efficient workflow
* Resolved customer complaints or concerns promptly, ensuring high levels of customer service at alltimes

## Team Member

Noodles & Company-Jacksonville, FL

June 2018 to December 2022

Fast-Casual Restaurant - International and American noodle

Trainer -

* Teach proper cleaning procedures
* Train BOH/FOH how to properly close
* Tell trainees what you’re going to cover. Introduce your session with a brief overview of the trainingsubject’s main points

Cashier -

* Handled guest complaints and concerns
* Welcomed guests
* Helped guests find what they are looking for

Line Cook -

* Prepared meals in accordance with customer dietary requests
* Responsible for cleaning kitchen
* Operated kitchen appliances, such as Sauté line

## Baker

Purple Roots-Jacksonville, FL

March 2022 to June 2022

Filipino Fare + Panderia

* Oversaw cleanliness and sanitation of work area and equipment
* Helped expeditiously turnout fresh baked goods
* Ensured all food safety and company standards were met and exceeded

## Dishwasher

RH-Jacksonville, FL

October 2021 to March 2022

RH Jacksonville - Rooftop Restaurant

* Participated in kitchen cleaning
* Shared the responsibility of cleaning the kitchen before the store closed
* Washing dishes, pans, pots, glasses, and other items for cooks and servers

# Education

## Associate in Science (AS) in Network Systems Technology

Florida State College at Jacksonville - Jacksonville, FL August 2023 to Present

# Skills

* Food service (3 years)
* Windows (2 years)
* Customer service (5 years)
* VMWare (2 years)
* Microsoft Word (2 years)

# Certifications and Licenses

**ServSafe Food Handler**

October 2021 to October 2024

# Assessments

## Data entry: Attention to detail — Proficient

July 2023

Maintaining data integrity by detecting errors Full results: [Proficient](https://share.indeedassessments.com/attempts/842f5e1a6707e5b1d9b58678fed6018b)

## Technical support: Customer situations — Proficient

July 2023

Responding to technical support situations with sensitivity

Full results: [Proficient](https://share.indeedassessments.com/attempts/021436bd15688f398dc5d11199492f47eed53dc074545cb7)

## Typing — Proficient

July 2023

Transcribing text

Full results: [Proficient](https://share.indeedassessments.com/attempts/bb649909e9de0b68333c419696d36e28eed53dc074545cb7)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.