MATTHEW MOSINSKI

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# PROFESSIONAL SUMMARY

Leader each day, in each field and in each tasks. Take initiative to complete assignment to the fullest in a productive, efficient and satisfactory manner. Earn respect of co- workers and employees through leading by example. Calm but firm demeanor results in excellent decision making. Work experience and outside work experience have prepared me for positions related but not limited to carpentry, construction, automotive, customer service, management, merchandising, logistics, food service, etc.

# SKILLS

Leader Team Player

Dependable and reliable Detail oriented Organized

Flexible

# EDUCATION

Technically and Mechanically inclined Problem solver, not just a problem finder Customer service

Analytical

People, time, and self management Critical thinking

## Some college (No degree)

**Cleveland State University** *Cleveland, OH*

## High School Diploma 2013

**Midpark High School** *Middleburg Heights, OH*

Advanced placement courses Graduated early 2013 with Honor

# WORK HISTORY

**Supervisor** June, 2014 to Present

**Costco Wholesale** *Strongsville, OH*

Maintained compliance with company policies, objectives and communication goals.

Increase productivity and profitability by devising and deploying sales tactics and more efficient methods of completing task.

Led a team of 80+ employees to which I wrote a schedule according to daily plan, fairly reviewed, coach and counseled employees. Assigned tasks and followed through upon completion.

Received trucks and merchandised product according to company standard. Satisfied member complaints and retained member's business/loyalty.

Trained employees and incoming supervisors.

Forklift operator and Forklift operator trainer, certified by bottomline llc.

**Sales/Installer/Customer Relations** January, 2011 to June, 2014

**Nordfab Ohio Inc.** *Bedford , Ohio*

Analyze warehouse and ordered product according to customer needs.

Followed up with customers to ensure product was received and properly installed to their satisfaction.

**Cook** May, 2011 to January, 2015

**Geppetto's Pizza & Ribs** *Cleveland, OH*

Wrote employee schedule Cook to order

Delivered orders

Marketed to neighborhood events to boost sales

Maintained standards of the business in regards to health codes Calculated daily sales

Place product orders

**Maintenance** February, 2013 to February, 2016

**Beachcliff Place Apartments** *Cleveland, OH*

Grounds keeping Open and close pool A/C and boiler replace Paint apartments

On-call Miscellaneous repairs

# CERTIFICATIONS

CPR/First Aid

Forklift Operator Trainer Food Safety