Shannon Dolata

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Authorized to work in the US for any employer

# Work Experience

## General Labor

QPS Employment Group - West Bend, WI November 2016 to March 2017

* worked at RR Donnelley in hand finishing
* worked at a company making puppy pads

## Roll Tender

Quad/Graphics - Hartford, WI August 2012 to November 2013

* Originally started there working through Seek as a temp to hire

## General Labor

SEEK Careers/Staffing - West Bend, WI June 2012 to October 2013

* worked at varies places on assignment
* worked at Serigraph
* worked at Moraine Plastics

# Education

**Didn't complete in Microsoft Office** Moraine Park Technical College - West Bend, WI November 2017 to March 2018

**GED in General College Prep** Dover High School - Dover, DE September 1983 to December 1987

# Skills

General Labor, General Laborer, Microsoft Office, (Windows, Word, Excel, Powerpoint I managed to complete everything except for Access) I ran out of time while I was incarcerated @ TCI) I do plan on finishing it and I managed to do everything that I did finish in about 3 months time.

# Certifications/Licenses

## Peer to Peer , IOOV both through NAMI of Wisconsin

* Teach classes on Mental Health awareness education and suicide prevention
* Present to churches, peers,schools and with in to any group or agency that would like information on Mental Health
* Promote Education and awareness
* Advocate for myself and my Peers

# Additional Information

* I have been incarcerated. A fact that I am not proud of, but it is what it is and I can not do anything to change that fact
* I am a felon, which is another fact that I can not change
* I am a dedicated employee, willing to pitch in where help is needed
* I am a quick learning and a team player. I am also organized and work well alone.
* I am reliable and always on time, even if I have to walk to work ( I have walked 3 1/2 miles in the rain to make it to work on time.
* Though I didn't finish the Office software suite I am certain I could learn the parts that I was unable to complete.
* I may not be the fastest typist. but with practice I do get better every day.
* You will NOT regret giving me a chance. I wont let you down!