

Reece Vela

CS Student with Leadership Experience

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- Highly Values Self-Improvement and Pursues Excellence
- 2+ years of Management Experience
- Accustomed to Leadership in Fast-Paced Environments
- Highly Self-Motivated
- Team player and Effective Communicator
- Welcomes Change

Authorized to work in the US for any employer

Work Experience

Production Lead

CDS Global - Wilton, IA

June 2021 to April 2022

Responsibilities

- Train new employees
- Conduct quality checks
- Cross-train and Develop other employees' skills
- Delegate work to operators efficiently
- Provide feedback and improvements to flow of production
- Maintain high uptime for machinery
- Guide goal-setting and Communicate to department employees
- Examine production reports for aberrations
- Coach employees on their strengths and areas for improvement

Assistant General Manager

Taco Bell - Border Foods - Muscatine, IA

June 2019 to June 2021

Responsibilities

- Train managers to be effective leaders through 1-on-1 meetings
- Hire new employees

- Engage the team and keep constant communication about team and personal performance
- De-escalate conflicts involving customers and/or employees
- Empower the team to accomplish speed and customer satisfaction goals
- Streamline the food production process in a safe manner
- Create weekly schedules for 25+ employees across three shifts
- Ensure proper cash handling and safe policy
- Create training calendars
- Plan goals and measurable objectives to be discussed during management meetings
- Manage store wide inventory and ordering
- Analyze trends to predict future hiring, training, and franchise needs
- Organize transfers between locations to help multiple stores stay supplied

Scope

- Participated in Region-level conferences and meetings
- Managed 25+ employees at Muscatine location
- Cross-trained in Bettendorf then supported both locations during a transition of leadership

Most Improved Speed With Service in Franchise (2020, out of 200+ stores) as a result of leadership vision and team development

Education

Associate in Science (AS) in IT/Web Development Concentration, AAS

Eastern Iowa Community Colleges - Muscatine, IA

January 2021 to Present

HS Diploma

Wilton Jr-Sr High School - Wilton, IA

August 2017 to January 2021

Languages

Spanish Intermediate

Achievements

Member of Boy Scouts of America

- Eagle Scout with 12 additional Palms
- Order of the Arrow Member

Phi Theta Kappa Member

Black Belt in Tae Kwon Do

Skills

HTML5 - 2 years

JavaScript - 3 years

Production Management

Supervising Experience

Git

GitHub

Linux OS

Visual Basic - Less than 1 year

Shift Management

Leadership

Visual Studio - 1 year

CSS - 2 years

Training & development

Certifications / Licenses

Oracle Database Design Learner Certificate

May 2022

ServSafe Food Protection Manager

April 2020 to April 2025

Adult and Pediatric First Aid/CPR/AED

January 2022 to January 2024