

Solomon Lee

Enola, PA 17025
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(717) 829-8676

Work Experience

Catering Manager

HealthyWay, Harrisburg
September 2017 to December 2018

I was in charge of dealing with employees and assisting every position in the restaurant.

Expeditor

HealthyWay, Harrisburg
August 2012 to August 2015

Assisted the head chef with finishing meals and quickly serving customers.

Middletown - Student Worker

Penn State Athletics Dept
September 2014 to May 2015

While attending Penn State Harrisburg I organized the equipment and assisted with sporting events for the various athletics teams at Penn State Harrisburg

Health, Enola - Pharmacy Technician

CVS Health - Enola, PA
September 2010 to May 2013

I completed duties like entering prescriptions into the computer, filling prescriptions for the pharmacist to review, and customer service.

Education

degree by June in Mechanical Engineering

Penn State Harrisburg
September 2013 to June 2021

SciTech campus of harrisburg High school
September 2007 to June 2011

Skills

- Troubleshooting (1 year)
- Customer Service (5 years)
- Excel (4 years)
- Administrative Experience (Less than 1 year)

- Microsoft Access
- Microsoft Office
- Typing
- training
- Microsoft Word

Additional Information

SKILLS & Strengths

Trouble Shooting

Persistent

Diligent

Quick to Learn

Creative

Proficient with Technology

Respectful

Responsible