

Hello

TRACEE BROWN

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OBJECTIVE

To gain employment in a fast-paced and fun working environment in the Salt Lake City, Utah area.

Experience

SEPTEMBER 2015 - PRESENT

Brown Household, Colorado, California & Utah - *House Manager*

- Manage multiple daily schedules.
- Create daily routines with built-in flexibility.
- Manage budgets.

SEPTEMBER 2013 - MAY 2015

Sodexo LLC, Durango, CO - *Line Cook*

- Ability to work on weekends and stand for extended periods of time.
- Maintaining cleanliness and hygiene standards that comply with state and local regulations.
- Closing, cleaning, stocking and prepping for the next day.

OCTOBER 2006 - DECEMBER 2008

Wal-Mart, Durango, CO - *Cashier*

- Ran the cash register and attended the register station while providing customer service.
- Answered customer questions with knowledgeable answers.
- Maintained a clean work environment and participated in other miscellaneous tasks.

Education

April 2021 - September 2021

University of Utah, Salt Lake City, UT - *Web Development Certificate*

March 2008 - September 2008

Pueblo Community College, Durango, CO - *General Studies*

January 2003

College of Eastern Utah, Blanding, UT - *High School Equivalency Diploma*