

# Sol Taylor

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Authorized to work in the US for any employer

## Work Experience

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### **Dog Handler - Supervisor**

Grateful Dog Daycare-El Segundo, CA  
May 2022 to Present

- Responsible for all dogs in play area
- Carefully monitors all play sessions
- Keeps all areas of the facility clean
- Communicates with all staff members to keep the daycare safe
- Responsible for feeding all dogs overnighting at the facility
- Runs shift alongside manager
- Carefully assigns staff to all areas for the shift that day
- Organizes dog belongings and logs them on their overnight card
- Updates the whiteboard with correct information for each dog's feeding and medication instructions
- Overnights with dogs and responsible for making sure they are safe while the facility is closed

### **Night Baker/Packer**

Sam's Club-Hendersonville, TN  
January 2020 to December 2020

- Ensure all baked goods are packed and placed out on tables
- Bake product as needed to fill tables
- Work out product from pallets in the freezer or dry supplies from pallets in the back of the store
- Clean and sterilize bakery before leaving for the night
- Take and hand out cake orders throughout the shift
- Restock the cake case as necessary
- Communicate with members to answer questions, direct them to correct aisles or assist them with products on the floor
- Answer phone in timely manor and assist members with any questions or cake orders they may have
- Assist cake side with cupcake orders or backup as needed

### **Kennel Attendant**

Richland Animal Clinic-Nashville, TN  
November 2016 to July 2017

- Responsible for care of all animals currently boarding at our facility
- In charge of feeding/walking/medicating three times daily
- Timely completes all other daily duties such as keeping up with laundry and keeping the kennel and treatment area

- Responsible for cleaning kennel and treatment area (sweeping, mopping, pulling trash, and other various cleaning duties)
- Always prepared to help hold an animal for a Technician or Veterinarian if asked to
- Responsible for any and all baths; medicated or otherwise
- Able to record appropriate data in records, neatly and in an orderly fashion

### **Production Assistant**

GIFTED Productions-Baton Rouge, LA

February 2016 to March 2016

- Maintained continuity book with accurate, up-to-date information of each costume for each scene
- Assisted with shopping for costumes
- Arranged and organized clothing racks
- Completed necessary returns
- Maintained file for clothing receipts in an orderly fashion
- Completed various other tasks at the direction of rate costume designer and costume supervisor including office work and other assorted errands

### **Kennel Attendant**

Central Animal Hospital-Baton Rouge, LA

May 2015 to July 2015

- Performed all office duties including answering phones, scheduling appointments, filing, product sales, and other miscellaneous duties
- Assisted veterinarian during exams by holding animals, retrieving equipment, maintaining a tidy workspace, and other tasks as directed by the veterinarian
- Performed standard kennel work such as feeding and walking the animals, dispensing appropriate medications, and cleaning cages
- Performed basic grooming: bathing, brushing, and clipping nails
- Was in charge of stocking merchandise and readying the examination room for next appointment

## Education

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### **High school diploma**

Centennial High School - Franklin, TN

2010 to 2014

## Skills

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- Team Leader
- Kennel Experience
- Time Management
- Dog Handling
- Veterinary Assistant
- Animal Care
- Receptionist

- Typing
- Customer Service
- Retail Sales
- Teamwork
- Veterinary Experience
- Phone etiquette
- Host/hostess experience
- Cleaning
- Organizational Skills
- Receptionist
- Veterinary Technician Experience

## Certifications and Licenses

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### **Driver's License**

## Additional Information

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### SKILLS

- Proficient computer skills
- Excellent customer service skills
- Very patient; works well in stressful conditions
- Personable and empathic
- Quick learner
- Great work ethic
- Reliable