

Skills – Ability to lift packages over 75 pounds, leadership, excellent customer service, punctuation, active listener, excellent verbal communication, fast learner, problem solver, goal oriented, strong interpersonal skills, patience

WORK EXPERIENCE:

Robert Wood Johnson Hospital January 2020 - Present
Rahway, New Jersey 07065

Stock Associate

- Responsible for scanning boxes in from the receiving dock
- Transported delivery items to different areas within in the hospital
- Restocked nurses' stations with hospital supplies
- Lifting packages and boxes for shipping and receiving
- Collaborated with shipping and receiving department to ensure packages are properly stocked

City of Elizabeth July 2020 – January 2022

Department of Recreation

- Perform temperature checks for community members entering the community swimming pool
- Ensuring all community members are adhering to the COVID-19 guidelines regarding capacity and social distancing
- Responsible for planning, leading, and implementing core and non-core programs and experiences for children in a small group setting
- Provided the camp goes with general safety and development, growth, and skill achievement of the participants in his/her group

Finish Line October 2019 – February 2021

Woodbridge Center

Woodbridge, New Jersey

Cashier/Customer Associate

- Assisted customers in locating merchandise when needed
- Assisted in floor moves, merchandising, display maintenance, and housekeeping
- Assisted in ringing up sales at registers and/or bagging merchandise
- Performed other tasks as assigned by manager

Shoprite Dec 2018 – January 2020

W. Grand Street

Elizabeth, NJ

Cashier / Grocery

- Welcomed customers
- Provided excellent customer service
- Assisting customers to locate items throughout the store
- Providing advice or recommendations
- Operating scanners, scales, cash registers, and other electronic equipment
- Accepting payments, ensuring all prices and quantities are accurate and providing a receipt to every customer
- Stocked Shelves

City of Elizabeth Jun 2019 - Aug 2019

Elizabeth Police Department

1 Police Plaza, Elizabeth, NJ

Summer Intern

- Assisted in providing accurate and clear information to public and other departments
- Performed clerical duties as requested
- Filed and organized arrest records
- Moved file equipment
- Handled sensitive and confidential information

City of Elizabeth Jun 2017 – Sep 2017

Elizabeth, New Jersey 07201

Youth Department SOAR Summer Program June 2017 – September 2017

Elizabeth, New Jersey

Youth Leader

- Responsible for planning, leading, and implementing core and non-core programs and experiences for children in a small group setting
- Provided the camp goers with general safety and development, growth, and skill achievement of the participants in his/her group

REFERENCES:

Lamar Boone, Elizabeth Police Department – 908-338-5005

Stan Neron - Director of Recreation – City of Elizabeth - 908-820-4049

Frank Porter – Director of Facilities, Morning Star Urban Renewal Development Corporation - 908-925-7979

James Anderson – Director Joseph Project – Morning Star Community Christian Center - 973-651-6767