

**Herbert Skoolboi Huston
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Career Objective:

To obtain a position that would utilize past skills, training and experience to allow for continued professional growth and advancement

Highlights:

- ✓ Ability to work in harmony with diverse populations
- ✓ Extensive experience in the hospitality field
- ✓ Knowledge of Dishwashing practices and procedures including safety
- ✓ Ability to follow through on all tasks to ensure quality results, extremely fast learner
- ✓ Ability to stand for long periods of time as well as lift 50lbs or more
- ✓ Physically, mentally, and emotionally fit
- ✓ Food Handler Certified

Experience:

Event Specialist

Praetorian USA

Windsor, CA

4/13 – 12/13 (seasonal)

Provided security to vendors, attendees and their property.

Responsibilities included providing excellent customer service and public relations skills to an average of 200 vendors and an average of 10,000 – 15,000 attendees at various events in the bay area providing information as needed.

Maker's Fair San Mateo Fleet Week San Francisco

Pirates Festival Vallejo

Event Staff

Action Figures Convention Staffing

San Francisco, CA

9/13 – 12/13 (seasonal)

Provide information for conventioneers and other concierge services.

Responsibilities included providing excellent public relations and customer service to an average 15,000 conventioneers through various conventions at the Moscone Center, distributing flyers and giving direction.

Oracle

Ambassador

Convention Staffing Solutions

San Francisco, CA

8/12 – 9/12 (seasonal)

Provided excellent customer service and public relations skills

Assisted attendees with information regarding convention.

Dream Force – San Francisco

Event Staff

Marathon Staffing

Las Vegas, NV

10/12 – 12/12 (seasonal)

Greeted attendees at various conventions providing excellent customer and public relations skills. Distributed ADA newspaper.

American Dental Association – San Francisco
Green Build – San Francisco

Janitor

Trinity Management Services

San Francisco, CA

5/08 – 3/09

Responsible for maintaining cleanliness of property exterior and interior

Maintained landscape by watering plants when necessary raking leaves during winter season

Swept stairwells from top to bottom when necessary also mopped and sanitized stairwell to keep fresh smell.

Performed cleaning skills on each floor in garbage chute area keeping area spotless and smelling fresh, wiping chute area with bleach daily and checking to make sure chute was flowing properly.

Volunteer

First Friendship Institutional Baptist Church

San Francisco, CA

11/07 – 12/12

Assisted with distribution of food boxes to economically disadvantaged individuals every Friday thru Thanksgiving Day.

Supervised and assisted with the feeding of the homeless every 4th Saturday consisting of 100 – 150 adults.

Cleaned entire kitchen after meal; washing dishes, pots, pans, utensils, also sweeping, mopping floors and sanitizing restrooms along with disposing of trash in its proper place.

Volunteer

Ella Hill Hutch Community Center

San Francisco, CA

9/06 – 9/07

Provided assistance in a winter shelter

Prepared mats and blankets for clients for overnight sleeping 100 – 150

Supported staff on the night-night operation of shelter

Sanitized mats each morning wiping them down with disinfectant before storing in designated area

Assisted with serving meal and cleaning of kitchen after meal.

Assisted with the cleaning of restrooms emptying trash cans, wiping sinks, toilets, urinals with disinfectant. Sweeping and mopping floors with sanitizer, replacing supplies as needed.

Volunteer

Next Door Shelter

San Francisco, CA

2/05 – 10/06

Assisted with the preparation of breakfast and lunch for the homeless

Set up tables, prepared trays, coffee, juice

Assisted with passing out meal on the line to clients from 250 – 300 individuals (coed)

Assisted with the cleaning up of kitchen after each meal putting utensils, pots, pans, and dishes in their proper place.

Emptied trash receptacles and place trash in proper area.