

Steven M. Craton

2034 Fallen Leaf Lane

Lincoln, CA 95648

612.759.0871

thesteve.craton@gmail.com

PROFILE

- Strong customer service experience and focus
- Fast, efficient, very quick study
- Highly motivated, energetic individual with an excellent work ethic, who thrives in a fast-paced environment
- Flexible, adaptable
- Well-spoken, with a professional demeanor
- Outgoing, level-headed, with the ability to use humor to successfully defuse and resolve issues

PROFESSIONAL EXPERIENCE

08/13 to 09/13

Everett's Foods

Cashier, customer service, stocking, sanitation

04/13 to 08/13

Part-time, self-employment – Various roles

Supplementing full-time study with part-time, retail work

07/11 to 05/12

02/13 to 04/13

Boston Scientific (Prostaff), Maple Grove, MN

Medical assembly of base catheters, laser welding, heavy machinery maintenance
Inventory tracking, product inspection and handling of non-conforming material.

Accomplishments: Selected to join a workplace organization team. Led project to develop a centralized monitoring tool to track and document unit adherence to FDA regulations.

10/12 to 02/13

Video Production Assistant

Assisted local videographer with set-up of video production sites.

07/12 to 10/12

Medtronic (Indrotec), Brooklyn Center, MN

Medical assembly of lithium ion batteries used in various medical devices.

Inventory management, quality control/inspection/testing, measuring equipment and packaging.

09/08 to 01/11

Blockbuster, Maple Grove, MN

Customer service, in-store sales, cashiering, stocking, inventory, security watch

10/07 to 05/08

Party City, Maple Grove, MN

Customer service, cashiering, stocking, balloon counter, display creation
(decorate/take down) store displays

04/07 to 09/07

Arby's, Maple Grove, MN

Customer service, food preparation and handling, cashiering, drive-thru, disassembly and cleaning of equipment

TRAINING & EDUCATION

Education

- Sierra College, *degree in progress*
- Osseo Senior High School, 2009
- Youth Improve Performance Troupe, Brave New Workshop