

Jeremiah Osborn
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(408)364-2262
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Acrobat Outsourcing

To whom this may concern,

My goal is to work for your company so that I can utilize my skills and increase my overall experience.

I enjoy helping the customers while growing the company's reputation. I have a great ability to keep my work environment safe, clean, and orderly and I plan to achieve greater success through hard work and determination. I enjoy working in a fast paced, motivating position where I can assist others while expanding my knowledge and understanding the task at hand. I am up for challenges as an aspiring team member to contribute towards goals of the organization.

I always come to work with a positive attitude and ability to work under stress. I am flexible, and can work overtime/holidays. I am dependable and arrive on time, ready to follow instructions. I look forward to becoming a part of your team and a good work experience.

Currently I am enrolled in West Valley College and I am seeking full or part-time work to help pay for my education and I am available for work Monday through Friday after 1 pm and all day on weekends and holidays.

I can be contacted at my home phone at (408)364-2262 anytime or via email at jeremiahosborn@rocketmail.com. My cell phone number is (408)770-0579. Please consider me for a position.

Thank you for taking the time to review my application. I look forward to hearing from you to schedule an interview at your convenience.

Sincerely,

Jeremiah Osborn

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Objective

To obtain a position in your business and gain work experience through positive customer service relations and business associations.

Education

- Graduated High School
- Attending West Valley Community College fulltime

Summary of Qualifications

- Experienced working in a fast-paced customer service environment
- Highly motivated in multi-tasking environment.
- Positive drive and good teamwork with other coworkers
- Focus on positive community, family, and business associations
- Goal of continued improvement of customer relations

Work Experience

- Property Management, Home Improvement, Belmont, CA, 07/2013-02/2014
 - Remodeled family residences, replaced flooring, appliances, landscaping, etc.
- Construction Union Silicon Valley, San Lorenzo, CA, 06/2012-06/2013
 - Carpenter's Apprentice, Install Acoustical Ceiling for a Union Company
- Togo's, Los Gatos, CA, 2012, temporary help.
 - Customer Service and Cashiering Experience, making sandwiches and stocking supplies, and general cleaning.
- Walgreens Los Gatos, Los Gatos, CA, 6/2010-9/2011
 - Cashiering Experience, Regular Customer Service Relations, Stocking and Inventory Responsibilities.
- Los Gatos Roofing , San Jose, CA, 2009, seasonal work
 - General Labor and Job C lean up Responsibilities.

Professional Organization

Friends of Los Gatos Creek cleanup and habitat restoration

405 Carpenters Union, 2102 Almaden Road San Jose, CA 95125