

Daniel Edgardo Lopez

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OBJECTIVE

I would like a position that would further develop skills and reach my full potential. I have years of experience in customer service and general labor, also posses excellent problem-solving skills; especially when under pressure, due to my ability to adapt to changes. Furthermore, I set out to be a valued member and a long term employee. I would like a position that would utilize my skills.

KEY QUALIFICATIONS

- Extensive knowledge of computers, both hardware and software
- Able to provide excellent customer service
- Adapts quickly to change
- Self-motivated and able to take initiative
- Strong problem-solving skills
- Able to develop and train new staff
- Punctual

EXPERIENCE

All Bay Realty Inc Alameda, CA

January 2, 2010 – Present

Sub-Contractor (South Bay Area)

- Provided Interior and exterior pictures of foreclosed properties
- Replaced Door Locks when necessary
- Provided Pros and Cons of the surround neighborhood

AAA flood and fire (JSJCC CORPORATION) San Jose, CA

Oct. 1, 2011 – March 30, 2014

Over-Night Dispatcher/Emergency Technician

- Representative for restoration company
- Provided Emergency Services for victims of floods and fire disasters
- Dispatched Emergency Technicians to fire and flood locations

City of San Jose (Parks, Recreation and Neighborhood Services) San Jose, CA

June 14, 2010 – June 23, 2011

Community Service Aid (Picnic Basket staff @ Happy Hollow Park & Zoo)

- Responsible for rotation of perishable items and stocking vending machines
- Performed as "Danny the Dragon" at special off-site city events
- Managed multiple projects, including inventory of shipments
- Dishes, Fryer, grill or any other task needed
- Food preparations for catered city events
- Installed closed circuit video surveillance inside the diner
- Line Cook and Baker

Work2future W.E.L.D. (Happy Hollow Park & Zoo) San Jose, CA

Nov. 11, 2009 – Mar. 30, 2010

Recreation / Marketing Assistant

- First contact customer service for park calls and walk-ins
- Answered internal/external calls and directed calls to proper party
- Led and worked as part of a team to effectively address any immediate assignments
- Received and delivered mail
- Managed multiple projects including database management on Excel & Word (created a database of all schools in the region that frequented the park)
- Created database for marketing initiative (consisted of market research of local TV, radio, and newspaper of entire region)
- Performed hands-on projects such as installation of windows tint, cabinets and table restaurant configurations
- Performed as "Danny the Dragon on Ice" at special off-site events i.e., Christmas in the park

Work2future S.Y.P. (Berryessa Union School District) San Jose, CA

July 12, 2009 – Sept. 25, 2009

Custodian \ Maintenance Assistant

- Janitorial services & maintenance
- Attended to any immediate concerns i.e., paint over graffiti and waxing floors

Home Depot - Santa Clara, CA

Dec. 06 – July 07

Cashier \ InFocus

- Front-end Cashier
- Provided excellent customer service in the Garden and Paint Department
- Provided customer service training

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- Received loss prevention and safety training
- Safety inspector for customer and employee safety
- Trained staff on 'hot' items and upcoming sale items

Raging Waters - San Jose, CA

May 06 - Aug. 06 / May 00 - Sept. 00

Maintenance \ Park Services

- Maintenance and repair of park attractions, pools, pumps, etc.
- Conducted daily safety inspections of all rigs and water standers
- Performed basic janitorial and landscaping duties

Contractor (Equity Office Properties) SF Bay Area, CA

Mar. 02 - Aug. 06

Sub-Contractor

- Retrofitted new offices including dismantling and reinstalling communication networks
- Assisted with companies relocating to other Equity Office Properties
- Assembled office equipment

American Transportation (AmTran) Napa, CA

Aug. 05 - Jan. 06

Courier

- Certified Process Server (Filing w/ court clerks & subpoena serving)
- Delivery driver (Specialized in Same-Day-Deliveries)

Confetti le Chocó tier Café - San Francisco, CA

Sept. 04 - Aug. 05

Manager/ Barista

- Interviewed, hired, and trained employees.
- Scheduled shifts and handled customers complaints
- Coffee maker
- Responsible for stocking and inventory
- Cashier and closing manager responsible for cash reconciliation

One Source (Custodial Services) Sunnyvale, CA

May 03- Sept. 03

Day Porter/ Overnight Custodian

- Accountable for Multiple Properties i.e., Lockheed Martin, Symantec and other Equity Office Properties
- Performed basic janitorial and landscaping duties

EDUCATION

Jesse Bethel high School 1999-2003 Vallejo, CA

City College of San Francisco 2004-2005 San Francisco, CA

References Upon Request