

MATTHEW CHOISELAT

• 254 S. Center St Redlands, CA 92404 • (909) 747-2810 • MatthewChoiselat@gmail.com

SKILLS

- Thrives under pressure and deadlines
- Excellent interpersonal skills to maintain and build healthy, happy, customer relationships
- Proficient with Microsoft Office, Adobe Photoshop, AutoCAD, CRM, Sales Force, HTML, WordPress, SEO, and FTP
- Requires little supervision to accomplish tasks

PROFESSIONAL EXPERIENCE

Isabella's Italiano Ristorante – Redlands, CA

July 2016 – Current

Dishwasher – Prep Cook

Assisted Chef De Partie and Executive Chef in various efforts

- Cleaned and sanitized cooking utensils and dishes as needed
- Maintained a clean workplace and followed sanitation and safety procedures
- Prepared salads, desserts, and other various simple plates
- Prepared ingredients prior to being necessary
- Kept stations stocked with cheeses, eggs, milk, etc.

Muffin Top Bakery – Riverside, CA

Aug 2016 –

Current

Bakers Apprentice

Assist the Chef in the various duties involved in maintaining the bakery's products

- Mix and bake ingredients to produce, muffins, cakes, breads, and other various pastries
- Maintained a clean workplace and followed sanitation and safety procedures
- Decorated and garnished an assortment of baked goods
- Sliced and packaged various pastries and baked goods

kaBloom – Redlands, CA

Mar 2016 – Current

Director of Operations

Non-Profit Organization dedicated to dedicated to providing environmental conservation awareness

- Instructed youth at kaBloom's Kid's Workshops on the importance of agriculture
- Developed fun and exciting workshops to educate children on gardening
- Coordinated children's workshops for merchants to generate potential business
- Coordinated large environmental awareness campaigns to engage customers

SolarCity – Redlands, CA

Feb 2016 – June 2016

Solar Energy Consultant

Successfully sold SolarCity products using self-generated opportunities, and saw projects through to installation

- Generated leads through event coordination and public workshops
- Sold over twenty systems to homeowners by providing product knowledge and demonstrating sales tactics and lead generation
- Increases company revenue by over five-hundred thousand dollars throughout six months
- Excelled in customer service to reach production goals and maintain a client pipeline
- Coordinated large environmental awareness campaigns to engage customers

SolarCity – Redlands, CA

Dec 2014- Feb 2016

Field Energy Specialist

Drove the creation of leads to meet personal and team sales goals and objectives

- Increased sales by providing outside sales consultants 80% of customer leads, garnering the majority of installed systems
- Assisted in over fifty installed solar panel systems across the inland empire by providing good customer service
- Increases company revenue by over one-million dollars throughout twelve months
- Excelled in customer service to reach production goals and maintain a client pipeline

EDUCATION AND CERTIFICATION

- UEI College – Computer Systems Technology
- Powers to Arrest AB2880 Certificate of Completion
- Trespassing; Crowd Control Certificate of Training
- Arrest Search & Seizure; Post Orders Certificate of Training
- Communications and its Significance; Liability & Legal Aspects Certificate of Training
- Observation& Documentation; Public Relations Certificate of Training
- ROP Forensic Science – Crime Scene Investigation Certificate of Competency
- ROP Law Enforcement Occupations Certificate of Competency