

# MATTHEW CHOISELAT

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## 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

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## 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 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

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## 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