

Romeo Reeves  
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**Education** Thurgood Marshall High School – May 2015

**Overview** Develop professional work experience utilizing time management, communication skills, and outgoing personality to meet organizational goals.

- Exceptional Customer Service
- Creativity and Innovation
- Ability to work with a team and open to diversity
- Leadership and Initiative
- Problem Solving
- Punctilious
- Computer Proficiency
- Impeccable Work Ethic

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**Relevant** *MYEEP, San Francisco, CA*

**Experience** **Job Readiness Training**

*Accomplishments:*

- Completed workshop series of trainings on work etiquette, ethics, and financial literacy
- Successful completion of resume, application, and job interview trainings

*Northridge Community Garden, Youth Team Gardener, San Francisco, CA*

**Maintained garden for local community, healthy eating education**

*Accomplishments:*

- Worked with a team to construct an irrigation system to help conserve water.
- Harvested fresh fruits and vegetables for the elderly
- Collaborated with other local gardens to help promote healthy eating habits.

*Earth Stewards Program, Apprentice, San Francisco, CA*

**Maintained garden for local community, establish community safety standards**

*Accomplishments:*

- Worked with a team to prevent wildfires
- Took initiative to help new gardeners make a smooth transition into the organization
- Took leadership role in educating new gardeners on organizational and gardening procedures and tasks
- Promoted healthy eating by harvesting fresh and organic food for families

*Public Utilities Commission, Intern, San Francisco, CA*

**Interned at the Department of Public Works**

*Accomplishments:*

- Learned strategic planning
- Developed innovative concepts that expressed SF culture
- Practiced punctuality

*Levi's, San Francisco, CA*

**Worked as a Sales Associate/Stock Associate**

*Accomplishments:*

- Developed customer services skills
- Developed organization skills
- Developed Time Management
- Met employee sales goals