

Gary Lawton

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(415) 525-0932

Objective: to obtain a position as a Driver

Summary of Qualifications and Skills:

- Over 20 years' experience as a Care Provider
- Able to work successfully with clients of diverse social, economic, and functional levels.
- Knowledgeable of residential safety standards including personal care training
- Versatile in residential management with the ability to multitask and train new hires

Professional Experience:

Gardener/Landscaping D.P.W. Park Recreation, San Francisco, CA 06/17-2/18

- Powered gardening tools (lawn mowers, edges, hedge trimmers, and chainsaws).
- Fertilizing tools (walk-behind spreader, liquid sprayers, and makes applicators).
- Soil maintenance tools (shovels, hoes, rakes, cultivators, aerators, compactors).

Home Care Provider IHSS Public Authority, San Francisco, CA 06/97-12/05

- Supervised and assisted disabled and elderly patients.
- Maintained client living unit to ensure a clean and sanitary environment
- transported clients to and from all scheduled appointments

Driver Gray Line Taxi, Richmond, CA 1986

- Interact with guests in a positive manner in all situations
- Picking up and delivering customers, taking the fastest and safest route
- Helped load and unload the vehicle
- Calculating the right fare and returning the correct change

Driver/Intake Supervisor Plaza Detail Center, Albany, CA 1982-1988

- Drove vehicles on line to get detailed
- Supervise and control quality of work produced and work efficiency.
- Opening and closing down of detail shop.
- Ensures all detailing tools and equipment is maintained in good condition.
- Remove trash from the interior and cleans upholstery, carpet, and other surfaces, using cleaning agents, applicators, and cleaning devices.
- Applies wax to auto body, and wipes or buffs surfaces to protect surfaces and preserve shine, using cloth or buffing machine.
- Apply protective sealant, refurbishing headlights.
- Inspecting the vehicles thoroughly for pre delivery.

Education and Certificates:

The Anchor Program

Bay Area, CA 2005-2006

TWIC (Transportation Worker Identification Credentials)

US Merchant Marines Document

EBL Program

Hayward, CA 1994-1995

Comprehensive Home Care Certificate

I.H.B. Certification/In-Home Care/Nursing Assistant

