

## Summary

I'm an ambitious young man who is looking for a job and I am eager to start right away. I am a responsible person who will always be there on time when it is my shift. I am also creative, energetic, focused, and very hardworking. I would love to be able to work with you and be part of your work community.

## Highlights

- **Excellent communication skills**
- **Dependable and reliable**
- **Cheerful and energetic**
- **Effective team player**
- **Fluent in Spanish and English**
- **Approachable**
- **Excellent time management**

## Education

Camino Nuevo High School • 2014 • Los Angeles, California, United States

- **Graduated my senior year with Honor Roll Academic Achievement Award**
- **Received Honor Roll Academic Achievement Award on all four years of high school**
- **3.3 Overall G.P.A and 3.5 G.P.A on my senior year of high school**
- **Member of the History Society**

## Work Experience

Allied universal Los Angeles, Ca September 2018- Current position

My main post Front Lobby Sp. I Worked as Rover and Securing Parking Structures as well.

- Very professional and customer service is great.
- Availability is never a problem
- Passed all exams needed on Allied Edge
- Massive knowledge using a computer and using any Microsoft Office Program.
- Advanced in using ServiceNow Program for Digital Realty DataCenters.
- Advanced in using the AMAC program to monitor cameras and secure all access for Digital Realty.
- Comfortable using the Detex for checking different patrol points.
- Awesome feedback from higher-ups in Rover events i attended

Ahi Poke Los Angeles, CA June 2016- August 2018

Prep Cook/ Counter Server

- Prepare Portions of raw produce and seafood for service
- Handling inventory of ingredients and placing orders with management for items out of stock

- proper food handling ( Food Handlers Card)
- Knowledge of food and products being offered and served
- Customer Service
- Handling all forms of payment and tender ( credit/debit, giftcard, mobile pay systems)
- High volume prep work for service ( game days, debates etc.)

The Novel Cafe Los Angeles, CA June 2014- September 2016

Backwaiter/Server Assistant/ Busser/ Prep Cook

- Maintaining dining room for service ( bussing and resetting tables)
- In charge of cleanliness of the FOH during and after service
- Prepping ingredients and pre-portioned meals etc
- Knowledge of proper knife usage and kitchen regulations
- Helping main server with orders and food running
- knowledge of menu and able to answer any question when asked
- Knowledge of coffees and how to make them

Accomplishments

**I graduated from high school with a 3.5 G.P.A and an overall G.P.A of 3.3 on my four years of school. Our top G.P.A was 4.0 and because of my high G.P.A and grades I was awarded with Honor Roll Academic Achievement. During my four years I also played sports such as soccer and baseball. For soccer I was in the varsity team and played a strong defense that lead others into staying into positions or sticking to the other teams players. In baseball I was the team pitcher, which was an important role that I took with pride and confidence. While I was in school I also danced Hip-Hop and Contemporary in a dance company named Everybody Dance. All these extracurricular activities helped me out in learning how to manage my time really well.**