

Joseph Monzon

Creative Director

Joseph Monzon

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Skills

- Fast learner
- Bilingual
- Computer/ Microsoft skills
- Leadership skills
- Problem Solving
- Creativity
- Active Listening
- Adaptability

Experience

Lemus Roofing/ Supervisor and Dump Truck Driver

FEBRUARY 2017 - DECEMBER 2019, COSTA MESA, CA

Lemus Roofing initiated all my work skills and experiences. During my time in this company I was in my last semester of High School. I greatly achieved a Supervisor title. I was also given the opportunity to learn and skillfully drive the Dump Truck. Being bilingual I was able to communicate and assist all of the non speaking English employees.

Habitat for Humanity Restore/ Driver Helper and Call

Representative

DECEMBER 2019 - AUGUST 2021, ANAHEIM, CA

At Habitat for Humanity Restore I started as a driver helper. In this position I mostly physically worked with one coworker, and communicated digitally with the rest of the team and clients.

Over time I was placed as a call representative. This mostly required phone calls and emails to clients wishing to donate. Along with a coworker we would set schedules for the pick up crew collecting donations. When available I also helped throughout the store where needed.

Ingardia Bros. Produce Inc / Forklift Operator

SEPTEMBER 2021 - FEBRUARY 2023, SANTA ANA, CA

Ingardia Bros. Produce is where I built most, if not all, of my machinery skills. Here I operated the sit down, stand up, and clamp forklift. This job is constant communication in order to ensure the safety of all employees in the warehouse. Time management was important for all orders to be delivered on time and in good condition. Due to this all employees helped each other to ensure everyone finished their orders on time.

Education

Ortega High School / High School Diploma

AUGUST 2013 - MAY 2017, LAKE ELSINORE, CA

I completed my High School career in this facility. The faculty was a huge part of my educational and overall life skills. My communication and leadership skills were well developed during this time.

Awards

- Sit Down Forklift Operator
- Stand Up Forklift Operator
- Clamp Forklift Operator