

**Malachai Hardin**  
1937 Carmona Ave  
Los Angeles, CA 90016  
(310)428-6456  
malachaihardin@yahoo.com

**Work History:**

- Montana Mail, Assistant Manager, Santa Monica, CA 90403  
May 2023- Present  
Duties- Customer service, organization, filing existing and new customer paperwork, sanitation, shipping and packing, money handling, closing registers, delegating tasks, overseeing closing duties
- Ralph's, Assistant Deli Manager Playa Del Ray, CA 90045  
June 2021- November 2022  
Duties- Writing orders, customer service, training new employees, delegating night duties, rotating backstock, stocking department to standards
- Ralph's, Deli Clerk Santa Monica, CA 90404  
August 2016 - June 2021
- McDonald, Crew Colton, CA 92324  
May 2015 - June 2016  
Duties- Sanitation, customer service, food handling, help training new employees

**Education:**

- Santa Monica College Santa Monica, CA  
Major: Recycling Resource Management  
January 2020- January 2021  
Certificate of Completion
- Colton High School Colton, CA  
August 2015 - June 2016  
August 2011 - May 2012
- Options For Youth San Bernardino, CA  
September 2012-August 2015

**Skills:**

- Detail Oriented
- Can-Do Attitude
- Direct-to-Consumer Customer Service Experience
- Organized
- Team Player
- Strong Verbal and Written Communication
- Fast Learner

References:

- Gaynor, Richard  
(310) 403-3131

Previous Manager

- Bagley, Yolanda  
(310) 621-7935  
Previous manager
- Murray, Mariah  
(310)650-6705  
Current Staff
- Z., Bryan  
(323)799-7644  
Current Staff