

Nya Dunbar Thornton

Los Angeles, CA 90001

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Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals. Authorized to work in the US for any employer

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Security Guard

Allied Universal-Los Angeles, CA

December 2023 to Present

- Conducted thorough inspections of vehicles, bags, and personal belongings to prevent unauthorized items from entering the premises
- Demonstrated exceptional conflict resolution skills while handling difficult situations involving aggressive individuals
- Monitored surveillance cameras and alarm systems, promptly responding to any suspicious activity or emergencies
- Used radio to communicate effectively with others

Cheerleading Coach

Akron Public School-Akron, OH

June 2021 to September 2023

- Coached kids ages from 5-16
- Coordinated with other coaches in order to improve the performance of the students.
- Conducted regular trainings of cheering and dance routines for the high school team and at a competitive level
- Designed innovative choreography that received recognition at national-level competitions
- Organized fundraising activities to support team expenses such as uniforms, equipment, and travel costs

Dietary Aide

THE MERRIMAN-Akron, OH

January 2023 to March 2023

- Sets up trays and serving carts according to established procedures, delivers to unit(s), and notifies Nursing.
- Assist cooks with meal preparation as needed
- Assures personal compliance to all state and federal regulations including blood borne pathogens, infection control, use of hazardous materials, and fire safety.
- Maintains exemplary customer service principles for efficient food preparation and delivery.

Medical Assistant

Planned Parenthood-Los Angeles, CA

October 2021 to January 2022

- Obtained patient vitals
- Administered vaccines
- Scheduled patient appointments
- Assisted doctor with in-office procedures
- Performed clinical skills under physician supervision
- Responsible for front office duties

Team Member

Jamba Juice-Inglewood, CA

April 2019 to December 2021

- served orders to customers
- handled cash and card payments
- cleaned store daily
- unpackaged inventory

Warehouse Worker

Simplified Labor Staffing Solutions Inc.-Commerce, CA

July 2021 to October 2021

- Maintained a safe working environment
- loaded freight
- unloaded trucks
- Used dolly
- used manual pallet jack

Sales Associate

Hottz Boutique-Los Angeles, CA

April 2018 to February 2021

- Maintained a clean service environment
- Provided pleasant customer service
- Assisted in inventory management by conducting regular stock checks, restocking shelves, and placing orders as needed
- Collaborated with team members to create visually appealing merchandise displays that increased foot traffic and sales

Education

High school diploma

Diego Rivera Learning Complex - Los Angeles, CA

August 2018 to June 2021

Skills

- Cash Handling (2 years)
- Retail Sales
- Sales (3 years)

- Serving Experience (2 years)
- Merchandising
- Basic Math (6 years)
- Basic Computer Skills
- Retail Sales (6 years)
- Heavy Lifting (6 years)
- Leadership Experience
- Algebra (4 years)
- Geometry
- Customer Service (4 years)
- Expert
- Typing
- OSHA (2 years)
- Cleaning
- Hospitality
- Patient Care
- Cheerleading
- Dancing
- Care plans
- Sports coaching
- Customer service
- Dietary aide experience
- Web services
- Sales
- Documentation review
- Hospitality
- Merchandising
- Retail sales
- Experience working with students
- Classroom experience
- Cash handling (5 years)
- Classroom management
- Sports coaching
- Cash register
- Restaurant experience (4 years)
- Dietary department experience
- Serving
- Vital signs
- Security
- Management

- Childcare
- Cheerleading
- Communication skills
- English
- Web Services (10+ years)
- Radio communication (2 years)

Languages

- English - Fluent

Certifications and Licenses

Food Handler

August 2021 to August 2023

Food Handler Certification

CPR Certification

AED Certification

Certified Medical Assistant

First Aid Certification

BLS Certification

July 2021 to July 2023

Guard Card

November 2023 to November 2025

Class D Security

Powers to arrests

December 2022 to Present

Assessments

Management & leadership skills: Impact & influence — Proficient

January 2022

Choosing the most effective strategy to inspire and influence others to meet business objectives

Full results: [Proficient](#)

Supervisory skills: Motivating & assessing employees — Completed

December 2020

Motivating others to achieve objectives and identifying improvements or corrective actions

Full results: [Completed](#)

Work style: Reliability — Proficient

November 2021

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.