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Objective

Seeking employment in a company that needs exceptionally talented professionals with strong abilities to perform operations, production, and safety.

Summary of Skills

- Proficient in MS, Word Excel, & AutoCAD
- Exceptional customer service, organized, adaptable, self motivator, dedicated, a strong multi tasker, loyal, and a positive attitude team player.
- Proficient in shipping & receiving, safety monitoring, time management, and inventory control.
- Twic card since 2015 and a Valid driver's license.

Work Experience

I Fratelli

2014 to Present

Delivery driver

Drive personal owned vehicle to deliver customer orders in time, collect cash and coupons from customers and receive signatures, pack pizzas and related products and deliver to customers place. Communicate with I Fratelli pizza store by means of cellular phone.

E&R Automotive Sales, Dallas, TX

2011 to 2015

Self-Employed Automotive/ Sales

Bought,sold, and traded salvage vehicles. Evaluated and inspected cars at the auto auction weekly to buy. Maintained all business car records according to state law. Maintained and repaired vehicle systems, including body, engines, electrical, and computer systems. Negotiated with customers for probable sale and explained terms and conditions. Prepared all title transfers and processed them properly with customer after the car sale.

Vitto Italian, Dallas, TX

2006 to 2010

Management

Analyzed restaurant sales and profitability, prepared reports at the end of the shift/week; including staff control, food control and sales. Cordinated the operation of the restaurant during scheduled shifts, and ordered supplies and prepared cash drawers and petty cash.

Education

TWIC CARD, Dallas

2015

El Centro College, Dallas TX (Culinary Arts)