

Tiffany Smith

Full time employment

Preston, MN 55965

tiffanysmith8943_6rn@indeedemail.com

5075093114

Seeking full time employment in your area! I enjoy working as a representative for your company and. With years of experience in various areas I am adaptable to any given situation. I will be an asset to your operation.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Production Manufacturing

Geotek - Stewartville, MN

August 2018 to Present

I work on pupi crossarm parts which are made at the same facility I work at when they come down the line to my area I clean and inspect them for any flaws or imperfections before sending them to be assembled and palletized.

Maintenance Supervisor

Bluff country manufacturing - Preston, MN

June 2014 to June 2017

I worked for bluff country manufacturing, my duties include general cleaning of work area and break room and office! I am also do additional work as an assistant to the owner Rocky Moger, where I do a variety of things including but not limited to, filing, organizing, sorting paper work, making phone calls and running daily errands and occasional computer work. Prior to my current employment I have 5+years in customer service taking inbound calls for The company store in lacrosse wi. I am skilled in a variety of areas always open to new opportunity and experiences.

Custodian/Janitor

Lacrosse county housing authority - French Island, WI

August 2010 to 2012

I was in charge of the cleaning and general upkeep of 10 55+ communities in the outter city limits surrounding areas. I made my own rotating schedule to accommodate and prioritize according to the needs of the properties at that time. I worked directly under the property manager often assisting in various other tasks/opportunities such as but not limited to yearly inspecting of individualizes living space ensuring every thing is working order and up to code. Ive assisted in conflict resolution between residents as well as the basic typical day to day things like requests from the residents we considered all input for improvement or safety plans and so on.

I have experience with apartment. Turnover where I worked with the rest of the maintenance team with all aspects of repairing or replacing or cleaning for rental for a new tenant. I enjoyed my time at *the housing authority. We had a great director i really learned a great deal from. It was a favorable job*

for me and i good experience. I was good at my job. I move fast get things done the residents became quite fond of me over the coarse of two years and i looked forward to work each day.

Customer Service Representative

The Company Store - La Crosse, WI

August 2005 to October 2011

I worked for The Company Store for 5+ years. I was responsible for placing over the phone orders as we'll as assist with customers with online orders and a variety of other customer service issues. I became particularly efficient in dealing with customer conflict resolution. I enjoyed my time at the company store.

Education

No degree

Some college

Skills

- I am good at customer service work. have a professional approach when dealing with customers complacated situations I have found that i am particularly efficiant in conflict resolution situations. I am a good listener and a better problem solver I gained these skills at a prior job called The Company Store in lacrosse wi (5 years)
- Apartment Maintenance
- Industrial Maintenance

Awards

5 yrs. Of service at The Company Store Lacrosse wi

2012

Recieved a certificate and gift at my 5 yr mark with hanover direct.

Certifications/Licenses

CPR/First Aid

August 2013 to 2019

As a Lacrosse County housing authority employee were given the opportunity to be trained in CPR / First Aid for potential emergency situstions. I will be recertified in November 27 2018 I am now recirtified in CPR/First Aid through red cross of Rochester MN.

driver's license

Additional Information

I welcome new opportunities, and feel confident in my ability to quickly pick up on new ideas and concepts. I have a wide range of availability, reliable transportation, and I adhere well to a schedule.