

Monica Vigil

Lead Novelty Operator

Westminster, CO

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To apply my skills, ability and knowledge from my previous management experience into a new position that offers the opportunity for growth and advancement.

WORK EXPERIENCE

Lead Novelty Operator

Jackson Ice Cream - Denver, CO - March 2004 to June 2014

Highly experienced with production from flavoring to packaging.

- Overseen and operated machines.
- Worked within packaging operation.
- QC Inspector.

Department Manager

Wal-Mart - Denver, CO - December 2002 to March 2004

Supervise and manage department employees.

- Conducted all inventory ordering and stocking for the department.
- Handled shipping and receiving.
- Quickly acted on needed positions within the department and filled in for cashier/customer service.

SKILLS & ABILITIES

- Language -Excellent listening, verbal, and written communication in English.
- Technical -Certified in CPR, First Aid, Blood Born Pathogens.
- Flexible -Ability to manage and supervise multiple tasks and projects.
- Accountability -Ability to follow through with a goal and given task.

EDUCATION

Cosmetology License

Emily Griffith Technical College

October 2014

High School Equivalency

August 2013