

D'onte Woods

9700 Leawood Blvd Houston, Texas 77099 7135486638

dwoodss22@gmail.com

SUMMARY

Well educated young man, who is responsible, on task, and delivers high standards in all aspects of work, brings leadership to anything there is to offer from experience as a full time student Athlete.

QUALIFICATIONS

Work well under pressure as part of a team

Well-groomed appearance

Polite, respectful, and courteous manners

Responsible, efficient, and flexible

Ability to work in a fast-paced, intense environment smoothly

Ability to elicit confidence and build rapport

Talented in problem solving and office system design

WORK EXPERIENCE

2012 - 2012

Manufacturer/Production

Johns Manville

McPherson, Kansas

To Work safely as a team on big machines to produce insulation, depending on the companies orders like Loews Home Depot or any home improvement establishments.

Working safely in a dangerous establishment

Working as a team with reliable individuals

2010 - 2010

Lawyer Intern

Robinson Law Group, PLLC

Houston, Texas

Assisting the lawyer in any duties given. Assisting with Collecting and analyzing statistics, doing research and special studies on issues affecting individual cases, assembling reports, documents or manuals for distribution, performing any related clerical work, as required, including answering telephones, photocopying and delivering documents.

Applied more knowledge of my field of study

Experience working in a serious professional establishment

Applied a higher skill level working on computers

2008 - 2009

Courtesy Clerk/Cashier

Kroger Grocery

Houston, Texas

Assist in the quick and efficient checkout service of customers by helping to unload grocery items onto check stands, bagging groceries, and providing carry out services, conduct price checks, take "return" products back to proper shelf locations, and help maintain store shelves by cleaning and fronting products. I also gathered shopping carts from parking lots, sweep and mop floors, assist in the prompt cleanup of spills and other general housekeeping duties

Promotion to cashier

Employee of the week

EDUCATION

2009 - Present

McPherson College

McPherson, Kansas

REFERENCES

College Coach: Tim Swartzendruber- (620) 217-1439

High School Coach: Shawn Scoggings- (832)

922-7722

Dean of Students: Sharonda Maclin- (620) 242-0501