

# **Brendan F. Koch**

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## **EXPERIENCE**

### ***Delivery Driver, Papa John's Pizza, Denver, Colo. | December 2013-April 2014***

- Provide customer service to Papa John's guests both in person and over the telephone.
- Assist with the cooking of pizzas, sides and desserts.
- Execute 10-15 deliveries each shift; ensuring customers received their orders in an appropriate amount of time.
- Work with other team members to maintain a level of cleanliness approved by the managers.

### ***Production Team Member, Furniture, Savers Thrift Stores, Boulder, Colo. | April 2013-June 2013***

- Determine which pieces of donated furniture should be brought on to the floor of Savers and keep it organized per a supervisor's request.
- Assist in evaluating and pricing furniture while constantly refreshing the inventory for maximum sells.
- Help customers move large pieces of furniture to their cars after purchase.
- Test incoming electronics before placing on the floor to sell.

### ***Production Team Member, Books, Savers Thrift Stores, Boulder, Colo. | February 2013-April 2013***

- Responsible for sorting through incoming book shipments and identifying books in acceptable condition to put up for sale at Savers.
- Assist in evaluating and competitively pricing books.
- Maintain a continually changing inventory of books to ensure the best selling books made it to the shelves and remove the books that were not selling.

### ***Production Team Member, Deliveries, Savers Thrift Stores, Boulder, Colo. | December 2012-June 2013***

- Weigh incoming donations with pallet jack and provide information to supervisor to determine drivers' payments.
- Unload clothes, electronics, furniture and other miscellaneous items from incoming donation trucks.
- Organize incoming donations in a timely manner for fellow team members to sort through.

### ***Household Maintenance, Jeff Zacharakis, Manhattan, Kan. | May 2008-August 2012***

- Spent each summer from 2008 to 2012.
- Worked as part of a team performing small household chores, yard work and other odd jobs as needed by local residents.

## **SKILLS**

- Dedicated team player with a commitment to accomplishing each task to its completeness.
- Demonstrates the ability to meet the needs of management in an accommodating fashion.
- Executes the willingness and ability to ensure a business can meet its goals through scheduling adjustments and varying task assignments.
- Exhibits an attention to detail and enjoys challenges and mastering new programs.
- Experience with Microsoft Word, PowerPoint and Excel.
- Comfortable with both Mac and PC computers.

## **EDUCATION**

### ***University of Colorado, Boulder, Colo. | August 2009-May 2012***

- Pursued a Bachelor of Arts in Film Studies

### ***Metropolitan State University of Denver, Denver, Colo. | January 2009-May 2009***

- Pursued a Bachelor of Arts in Film Studies

## REFERENCES

### ***Jeff Zacharakis***

- Associate Professor, Department of Educational Leadership for Kansas State University | (319) 360-6124 | [jzachara@ksu.edu](mailto:jzachara@ksu.edu)

### ***John Schliep***

- Divisional Administrator for University of Colorado Denver | (303) 929-4816 | [john.schliep@ucd.edu](mailto:john.schliep@ucd.edu)