

# Angel Anthony Lewis

3057 Briarwood Drive

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Dear Director of Human Resources,

I am interested in the position that is currently available within your company. Upon reviewing my resume you will find that my proficiencies are well suited for the position available. I possess quality Customer Service, great interpersonal skills and the ability to work in a fast pace environment. I also have the capability to resolve any issues, or concerns fellow co-workers, customers, consumers, and clients may have. I will take full and own initiative in achieving given tasks and will also perform to my fullest potential without instructions. Quality Customer Service is always the key to everyone's success, and I own the key, and the adroitness. I will implement with full dedication this superiority that I have in every aspect of satisfying, whether within a task given, customer or a potential client. Business Management is my major and I will continue to pursue to higher levels of education.

Please take a moment and review my attached resume in consideration for the position. I want to thank you in advance for the opportunity. I look forward to meeting with you to further discuss my qualifications. I will also follow-up for a set date and time for our interview.

Thank you.

Respectfully,

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## **Objective**

Obtain a position where I can demonstrate my knowledge in customer service, quality assurance and also management expertise. Seeking opportunities within a company to grow in a productively and positive manner to even higher levels of employment where I can continue to be utilized as a valuable individual with all qualifications.

## **Qualifications**

Great Customer Service, Business Management, Quality Assurance and Inventory Control.

## **Education**

### **Northampton Community College**

Tannersville, PA  
Commercial Driver License Course, March 2015

### **University of Phoenix**

Phoenix, AZ  
June 2013, 75 credits towards a Bachelors Degree

### **University of Phoenix**

Phoenix, AZ  
Associates Degree of Arts, June 2012

### **Julia Richman High School**

New York, NY  
High School Diploma, June 1996

## **Computer Skills**

Mac Software, Microsoft Office 2013

## **Licenses and Certificates**

Certified Producer and Engineer with Pro-stools software & all major studio equipment.  
A Commercial Driver License

## **Work History**

### **Air Liquide Advanced Materials**

Production Technician

Mount Bethel, PA

May 2018 – Present

Key responsibilities are safe operation in the reactor cleaning processes. Wear proper PPE in the production area and while in the cleaning hood. Disassemble and reassemble reactors for the manufacturing process with Ammonia, MCS and other Gas materials. Perform maintenance on selected equipment to restore scheduled production activities.

### **Sanofi Pasteur/Pro Unlimited**

Sample Receipt

Swiftwater, PA

July 2015 – October 2017

Key responsibilities are GMP reception and dispensing of samples for AP&T. Monitoring and managing the temperature charts for refrigerators and freezers; responding to lab watch notifications and alarms of temperature excursions. Co-ordinate shipping requests and deliveries with outside contract companies also Co-ordinate pipette and weight set calibration with Metrology.

### **Business Import Driver-Self Employed**

Independent Contractor for Vehicle Relocation Service

Manassas, VA

January 2015 - June 2015

Secure, effective import of commercial, luxury and economy vehicles throughout the United States and Canada for customers.

### **AT&T Mobile**

Customer Service/Sales Representative

Mount Pocono, PA

October 2012 - August 2013

Quality customer service Greeting. Supporting all customers with the AT&T plans and services. Advising with professional experience and knowledge on all plans and services that would be beneficial and also suitable for the needs. Responsible for educating on the qualities in the lines of cellular phone manufacturing companies; Apple, Samsung, LG and promoting all products and services. Assist with inventory control of retail merchandise. Paid commission presented all the productive effort applied to the company on a monthly basis.

## Xtra Ordinary Music

New York, NY

June 2000-Current

Whenever a track is selected my production company is hired to produce, compose & engineer R&B/Hip Hop tracks for various artist signed to the following record labels; Fo' Reel Ent, Vacant Lot Records, Penalty Records, Tommy Boy Records, Rocafella Records, & Arista Records.

## Skills & Certifications

Mac Software; Microsoft Office Suite

Certified; Producer and Engineer for recording artist Nelly, Murphy Lee of Fo'Reel/Universal Records, Loon of Bad Boy Records, Nore of Def Jam Records with Pro-stools software & all major studio equipment.

## Experiences

New York, NY

June 2013 – June 2018

Kool G Rap Supporting Artist

Tour Locations: Europe (Netherlands, Italy, Denmark, Sweden, Ireland, UK, Austria, Germany, Netherlands, Norway, France, Switzerland, Czech Republic, Germany), Tokyo Japan, London UK, Toronto Canada.

June 1989 – June 1993

The Boys Choir of Harlem Alumni (Soloist)

Tour Locations: Japan (Tokyo, Osaka, Yokohama, Kyoto), Seoul Korea, Singapore, Malaysia, Hong Kong China, Nassau Bahamas, US (40 States).

Concert Locations: Carnegie Hall (Nut Cracker), Radio City Music Hall, Madison Square Garden, Shea Stadium, National Anthem at The Convention Center for Presidential Campaign (President George Bush Senior).

Movie Soundtracks: Glory, Malcolm X, Jungle Fever

Commercials: Burger King (Bart Simpson), Gap, Kodak