

Brigitte Saldaña-Rea

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CAREER FOCUS

Bi-lingual English/Spanish, dependable, hard working, and organized individual with experience in food production, inventory and bookkeeping. Seeking full-time employment where I can work on a team and continue to learn new skills.

EMPLOYMENT SKILLS

Production/Inventory

- Contributed to quick production line transition.
- Assisted beginning of day production set up.
- Organized and recorded inventory.

Teamwork/Leadership

- Trained co-workers on new machinery.
- Supervised production floor after only six weeks of production experience.
- Motivated co-worker to stay at work even though she wanted to leave after a bad start to the day.

General Maintenance/Machinery

- Operated electric pallet jack.
 - Operated and trained others on production line machinery.
 - Performed basic car maintenance.
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PROFESSIONAL EXPERIENCE

Women's Bean Project, *Production Assistant, Denver, CO*
2019 - 2020

Aliceville, *Sanitation Supervisor, Aliceville, AL*
2018 - 2019

Denver Rescue Mission, *Volunteer, Denver, CO*
2012

Car Quest, *Office Assistant, Longmont, CO*
2005 - 2006

EDUCATION

Front Range Community College, *General Studies, Westminster, CO*
2012 - 2013