
CANDACE J. BENNETT

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Objective

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

Experience

- **MARK VII** 11/2020 - 03/2021
Dispatcher
 - *Serviced schedules*
 - *Generated quotes for repairs*
 - *Did all warranty paperwork on machines*
 - *Routed technicians to service calls*
 - *Interacted with customers to provide support on products and services*
- **NAVJOY/C-DOT** 01/2018 - 03/2019
Dispatcher
 - *Dispatched roadside assistance to broken down vehicles on highway*
 - *Traffic control for accidents on highways*
 - *Put warning signs on VMS boards throughout Colorado highways*
 - *Dispatched snow plow truck for snow removal and sand requests*
 - *Updated all Colorado News station regarding weather*
- **MAXX AUTO RECOVERY** 02/2016 - 04/2020
Dispatcher
 - *Answer multi-phone systems*
 - *Manage (heavy duty) drivers*
 - *Dispatched driver's (heavy, fleet and light duty) truck to properties*
 - *Input data into computer system*
- **SERVICE LINK** 02/2008 - 04/2012
Assesst Specialist
 - *reviewed contracts*
 - *eviction executions*
 - *pre-marketing vendor relations*
 - *handled eviction process and tasks associated with managing pre-marketing profolios*
- **LPS FINANCIAL** 05/2012 - 06/2013
Property Preservation Technician
 - *Managed property portfolio's*
 - *Received and managed bids for contractor's*
 - *Processed work-orders and entered data into computer*
 - *Kept in contact via phone with client's and contractor's*

- **KING SOOPERS**

Multiple Position

- *Worked as cashier clerk in fuel center*
- *Collected payment from customers as well as ran all full pumps*
- *Worked as (front desk) Curtasy Clerk*
- *Helped customers with returns, lotto tickets, etc.*
- *Jumped in wherever assistance was needed*

Education

- **Golden High School**

High School Diploma

2003

Skills

- Strong communication skills
- Strong computer skills
- Great people skills
- Team building skills
- Decision making skills
- Problem solving skills