

Christopher Carlyle

Valve Technician Shop Hand

Arvada, CO 80003

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Authorized to work in the US for any employer

Work Experience

Shop Hand

Weatherford International - Drilling Services - Williston, ND

March 2017 to February 2019

As a shop hand at Weatherford I was assembling part for the drilling rig. Also I have forklift certification. Repairing old equipment and rebuilding new parts for all size valves.

Restaurant Manager

CC's Wings & Things

November 2016 to November 2016

to Current

- Supervise the day-to-day operations of the restaurant. Provides training, directing, assisting employees, managed staff and ensured checklist are completed
- Maintained budgeted revenues, inventory, labor, supplies and operating cash flow, daily bank deposits, opened and closed restaurant
- Maintain professional and excellent customer service. Working manager to fill in as needed including cooking, preparing food and servicing customers

Intern

Boys and Girls Club - Lakeland, FL

February 2014 to August 2015

Assistant to Teen Program Director

- Promotes and encourages boys and girls to participate in programs
- Plans, develops and carries out programs
- Teaches program rules, policies and supervises physical activities
- Possesses extensive knowledge of sports rules and regulations
- Maintain compliance of Boys and Girls Club policies, programs, procedures and safety

Youth Care Worker

G4S Youth Services

June 2012 to December 2013

- Supervises and/or participates in various recreation programs and activities with juvenile residents. Teaches, supervises and/or participates in various daily living activities with juvenile residents to stimulate interest in and train skills needed for independent living
- Completes required program documentation and reports as required; such as writing comprehensive, factual, incident reports, head counts and safety reports to give routine and detailed information on a

daily, weekly and monthly basis. Documents service activity notes daily on clients' activities, behavior patterns, and changes in behavior patterns and medications. Reviews and documents in shift report logs, shift logs, companion files etc. Obtains required program information.

- Served as backup for Sr level Youth Case Workers and worked with onsite therapist to assesses, develop and implement individual service/treatment plans; meets individually with client; identifies strengths and weaknesses; discusses goals; encourages and assists clients in achieving their goals; writes updates and discharge summaries.

Teaching Assistant and Intern

Southeastern University

January 2011 to May 2012

- Assisted professor with academic research and academic certification of athletes
- Reviewed student athlete eligibility requirements with coaches
- Assisted professor with grading, testing, and scheduling exams

Education

Bachelor of Science in Criminal Justice in Criminal Justice

Southeastern University - Lakeland, FL

May 2012

Benedict University - Columbia, SC

August 2010

Skills

- assembly (Less than 1 year)
- Microsoft Office (Less than 1 year)
- MS OFFICE (Less than 1 year)
- Forklift
- Sports Coaching
- Mechanic Experience
- Public Speaking
- Restaurant Management
- Computer hardware
- Typing
- Databases

Additional Information

SKILLS:

Management Public Speaking Microsoft Office Suites

OTHER SKILLS AND ACTIVITIES:

Public Speaking, Southeastern University Men's Basketball, AAU experience

- Featured speaker at assembly for 800 high risk middle school students emphasizing importance of doing well in school
- Featured speaker at elementary school emphasizing value of education
- Featured in documentary film by middle school students on dangers of gang involvement
- Mentored local high school men's basketball team
- Participated four years in AAU basketball
- Coached adult intramural basketball team
- Co-founded a local Youth Basketball of America team
- Initiated a Boys and Girls Club night at Southeastern University
- Traveled aboard including living in aboard in Australia in pursuance of basketball career

Gaps in employment include traveling aboard