

Dee Dee Garcia

4742 E. 113th Ave., Thornton, CO 80303; 303-945-0520; garcia.deedee@yahoo.com

Education

Front Range Community College, Westminster, Colo.

- Currently enrolled; pursuing Associate of Science
- Slated to transfer to Arapahoe University, 2013

Skills and Technical Expertise

- Software: Word, Excel, Powerpoint, PhotoShop, Quickbooks, MovieMaker, Music Player, iTunes, Picture Manager
- Photography: Lenses, Digital Camera, Polaroid Camera, Senior pictures, Wedding photos, Nature Photos
- Food Service: preparation, cleaning, inventory of food, outdating, paper work, fryer, grill use, cash register, customer service, patrolling, safety

Professional Background

Wendy's Restaurant, Brighton, Colo.

- Preparing food
- Cleaning all areas from kitchen to dining area
- Serving customers
- Maintaining supply inventory
- Counting cash drawers

Contact: Clement Hassel, Manager, Wendy's restaurant, 4880 East Bromley Lane, Brighton, CO. 80601; 303-847-9442; clement.hassel@yahoo.com

Mile High Thrift

- Checking Out Customer
- Counting cash drawers
- Maintaining Inventory
- Stocking
- Cleaning All areas
- Receiving Phone Calls

Contact: Mike Mallet, Owner, Mile High Thrift, 650 Malley Drive, Northglenn, CO. 80233; 303-286-1781

US Security Associates

- Patrolling All Ares
- Checking Safety procedures
- Filing paperwork
- Serving customers
- Answering phones

Contact: Nick Sowa, Supervisor, US Security Associates, 9101 East Kenyon Avenue, Suite 1000, Denver, Co. 80237; 303-671-5005