

**Stepheno Garcia**  
**1210 MacDonald Ct Dacono Co**  
**stephenogarcia@gmail.com (720)-438-5915**

**Qualifications:**

- The ability to relate to my co-workers, inspire others to participate.
- In-depth computer knowledge with the ability to learn required software technologies and procedures.
- Ability to multi-task, implement projects and tasks within an allotted time frame.
- Strong oral and written communication skills.
- Productive worker with solid work ethic who exerts optimal effort in successfully completing tasks.
- Dependable, responsible contributor committed to excellence and success.
- Enthusiastic, knowledge-hungry learner, eager to meet challenges and quickly assimilate new concepts.
- Excellent customer service skills.

**May 2010-Present**

**Valley Nissan and Subaru**  
**Lot Tech**

- Lot set up; organize and move cars around for a customer friendly set up.
- Gas up vehicles.
- Stock in vehicles.
- Transport vehicles to customers and pick up new vehicles for the lot.
- Clean and detail vehicles.
- Pre-delivery inspections.
- Maintain lot; i.e: yard work, cleaning.
- Dealer trades.

**Supervisor:** Patrick McCartney  
1005 Ken Pratt Boulevard  
Longmont, CO 80501  
**303-776-0443**

**Jan 2009-April 2010**  
**Colorado**

**Courtesy Mazda, Longmont,**  
**Lot Tech**

- Lot set up; organize and move cars around for a customer friendly set up.
- Gas up vehicles.
- Stock in vehicles.
- Transport vehicles to customers and pick up new vehicles for the lot.
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- Pre-delivery inspections.
- Maintain lot; i.e: yard work, cleaning.
- Dealer trades.

**Supervisor:** John Burchette

1461 Vista View Dr.  
Longmont, CO 80504  
**Phone: (303) 678-8950**

**October 2007-October 2008**

**Safeway Grocery Store**

**Seafood Assistant**

- Provided prompt, efficient and friendly customer service.
- Handled food in a safe manner and ensured neatness of department.
- Rotated stock and stocks cases.
- Processed FTD, interstore, meat/seafood and teleflora orders.
- Answered telephones.

**Supervisor:** Stephanie Shuler  
1630 Pace Street  
Longmont, CO 80501  
**(720)-394-3945**

**July 2006-October 2007**

**Pairie Greens**

**Maintenance Tech**

- Clean work areas, along with sidewalks and parks.
- Mows and maintains lawns, yards and nearby parks.
- Helps maintain equipment used to care for the facilities. i.e: mowers, leaf blowers, snow blowers ect.
- Ensured the neighborhoods were secure and safe.
- Responded to home owners service requests. i.e: light plumbing, fixing light fixtures, changing door locks ect.

**Supervisor:** Bill Beron  
6201 Frederick Way  
Frederick, CO 80530  
**(303)-833-7031**

**Education:** Graduated from Frederick high school in 2007 with a GPA 3.4.

**Software Experience:** Microsoft (Excel, Word, PowerPoint, Access, Outlook etc.)