

Glenn Samuels

Westminster, CO 80221

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#readytowork

Authorized to work in the US for any employer

Work Experience

Delivery driver

Quicksilver Express Courier - Denver, CO

April 2019 to Present

Route delivery Driver

Office Administrator

FSA - Denver, CO

November 2015 to May 2019

I supervise the closing team after the morning management leaves. I route and reroute the delivery drivers with OMS and FMS routing systems. I process records, enter data and prepare reports for Home Delivery and Installation of Best Buy products.

Security Manager

Denver Country Club - Denver, CO

June 2011 to September 2015

My responsibilities included signing in and out visitors and verifying IDs. I was also in charge of making work schedules and issuing out badges. I did frequent interior and exterior foot patrols and documented all findings and happenings with detailed note taking.

Security Guard

Securitas Security Services - Denver, CO

July 2008 to May 2011

My responsibilities included signing in and out visitors and verifying IDs. I was also in charge of issuing out badges. I did frequent interior and exterior foot patrols and documented all findings and happenings with detailed note taking.

Sales and Collections Manager

Rent A Center - Westminster, CO

May 2006 to April 2008

My responsibilities included customer service, setting up and restoring computers, setting up televisions, faxes, and networks. I also did delivery driving and all computer maintenance both in store and in home for our customers.

Education

high school diploma

Aurora Central High School - Aurora, CO

August 1994 to May 1998

Skills

- 1. Self-motivated and hard working.
- 2. People person with excellent customer service and management skills.
- 3. Creative and unique thinker.
- 4. Have worked in many different environments which have added to my
- 5. Forklift, delivery driving, office computer skills, data entry, security guard.
- Driving
- Customer Service
- Courier
- Load & Unload
- Box Truck
- Pallet Jack