

Isaiah Jeffreys

Seeking long term Career

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Thank you for taking the time to review my resume. I am seeking a long term career path in which my skills can help aid in the goals of the organization. I have a desire to learn and become the best I can be. Thank you and I look forward to hearing from you soon!
Authorized to work in the US for any employer

WORK EXPERIENCE

Receiving Clerk

Ferguson Enterprises, Inc. - Coxsackie, NY - 2017-04 - Present

Hudson Intermediate School Staff Assistant

Place of Employment - Hudson, NH - 2013-07 - 2014-08

7/13 8/14 Seek further opportunity

PSA

Lowe's - Hudson, NY - 2015-04

Data Entry
Customer service
Project deadlines (Timed)
Store travel
Overnights
Bay resets
Store help
Spend management
Create displays
Telephone
Operation of power equipment and tools
Forklift, orderpicker, power stocker

EDUCATION

A.A.S in Business-Accounting

Columbia Greene Community College - Hudson, NY

SKILLS

Microsoft office, Microsoft excel

AWARDS

Deans List

All four semesters attending college

CERTIFICATIONS/LICENSES

Order Picker

ADDITIONAL INFORMATION

- Preparation and organization of spreadsheets
- Skills in all aspects of Microsoft word and computer applications
- Skills in operation of power equipment
- Skills in customer interaction