



ISAVEL CORIA

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PROFESSIONAL SUMMARY

Experienced in restaurant and retail industry, consistently surpassing company goals. Demonstrating strong ability to maintain organized practices and excel under pressure. Thrives in meeting tight deadlines and adapting to new situations, challenges, and experiences to enhance organizational brand. Strong focus on team collaboration and meeting deadlines reflects commitment to delivering exceptional results.

WORK HISTORY

Office Depot - *Print Supervisor*

Fort Collins

03/2021 - Current

- Help to recruit and train incoming employees and ensure that all new employees have the knowledge necessary to be successful in their role.
- Create and achieve goals for the store by helping to drive sales and assist customers to find the items that they are looking for in store and online.
- In this role I have overseen the production of 10,000+ custom and personalized print projects.
- Communicate with customers and understand their needs and desired outcomes, create project plans and communicate realistic timelines for their personalized projects.
- Collaborated with cross-functional teams on complex printing projects, ensuring clear communication and seamless coordination for successful outcomes.

Charco Broiler - *Host/Server*

Fort Collins

03/2018 - 03/2021

- Served customers and provided a friendly and positive experience while maintaining efficiency and focusing on multiple tasks at once.
- Demonstrate understanding of customer needs both in person and over the phone, communicate those needs to wait staff as well as kitchen staff to ensure customers desired outcome is achieved.
- Handled high-pressure situations with composure, effectively managing large parties or unexpected events during busy shifts.

SKILLS

- Leadership
- Create and achieve individual and store goals
- Drive sales
- Multitasking and prioritizing
- Problem-solver
- Prepress expertise
- Deadline management
- Workflow optimization

EDUCATION

Front Range Community College

Fort Collins, Colorado

05/2023

Associate of Science

Chemistry Concentration

- Completed Associate of Science with a concentration in chemistry, graduated with Honors.
- Received entrance into the Accent Program.
- Complete a criminal justice pathway program.