

JayDee Collins
11171 Bluff Lodge
Longmont, CO 80504
720-648-1997
jjworkman12@gmail.com

Work History

- 2017 Commercial Cleaning Solutions
Subcontractor
Jen Payes 702-331-1141
I clean professionally for banks after hours and do light maintenance for them. Such as yard work, changing door knobs, painting, and changing water heaters.
- 2016-2017 Elwood Staffing
1020 B Ken Pratt Blvd Longmont, CO 80501
Temporary services
Representative: Kristy O'Malley 303-772-7422
I have worked for Leanin' Tree on an assembly line and read orders to verify that it was correct. I have worked for Tenere, a plastic mold injection company, as a machine operator, a floor lead, and tool room. I have worked for Amcon (American Converters) as a stripper, assembler, heat welder, hot glue roller/hot glue gunner, and a die press operator with light training in the saw area.
- 2016-2016 Courtesy Mazda
1461 Vista View Drive Longmont, CO 80504
Receptionist
Supervisor: Kevin Nauta 720-935-7983
As a receptionist I answered phones and directed calls. I wrote out temp tags for cars (new or used). I signed out demo plates to salesmen who took guests on test drives. I filed cars into our inventory and filled out paperwork to the dealership/auction.
(worked 40-45 hours per week)
- 2015-2016 Breakers Grill
380 Main Street Longmont, CO 80501
Waitress/Server
Supervisor: Amy Smith 720-261-3101
As a server it was my responsibility to take food and drink orders of my customers and perform customer service satisfaction. I'd open the bar to prepare myself and other co-workers for the day. Also, closing the bar down after hours. Cleaning, stocking, organizing was part of my everyday work.
(Hours worked: 35-40 hours per week)

- 2015-2015 The Brew at Deja Lu
8350 Colorado Blvd STE 170/180, Firestone, Co 80504
Cashier / Barista / Crepe Maker / Server
Supervisor: Jodi Parker 303-591-0647
As a server and cashier it is my responsibility to perform customer service and customer satisfaction and handling money. As a Barista and a crepe maker, I perform all the duties in my section that is required for food and drink.
(hours worked: 30-35 hours per week)
- 2013-2015 Kalispell Regional Medical Center (KRMCC)
310 Sunnyview Lane, Kalispell, MT 59901
Nutrition Services
Supervisor: Lisa Mahoney 406-212-0684
Working in the nutrition services, I washed dishes professionally for the first five months. I moved to being a runner / stocker / expeditor / server for the retirement home. I was then transferred to the cafeteria being a cashier and handling money and performing customer service / grill cook, cooking on a grill and broiler and stocking fridges and customer service. Where I settled in the coffee shop being a cashier / Barista / sandwich maker / Grab and Go production provider / stocking and cleaning and counting the bank. Also did an "Inside Program" where i was learning phlebotomy, autopsy, OB/GYN, and ICU.
(hours worked: 40 hours per week)
- 2013-2013 LC Staffing
702 Idaho St, Kalispell, MT 59901
Temp agency 406-752-0191
I worked through LC Staffing for different companies.
(Hours Worked: 40-50 hours per week)
- 2012-2013 Burger King
1211 9th St W, Columbia Falls, Mt 59912
Cashier / Cook / Shift Manager
General Manager: Mari Stecconi 406-892-8885
As a cashier, I collected and handled money and performed general customer services. I cashier lobby/front till and managed the drive through till. Preparing drinks, running credit cards and stocking when required. As a cook, I prepared the food and ran the grill and prepped foods. As a shift manager, I had a key for opening the store and deactivating the alarms. I took inventory and ordered our supplies. Also, closing the store by counting the banks and the deposits and locking up for the night.
(Hours worked: 40 hours per week)
- 2010-2011 Foxx's Drive Thru (Out of business)

Cashier / Server / Part time cook

Supervisor: Debbie Foxx

As a cashier, I collected and handled money and performed general customer services. As a server, I expedited food and waitressed. As a part time cook, I ran the grill and prep cooked. Opening and closing shifts and counting the banks and dropping the deposits.

Education

Columbia Falls High School - Received a High School Diploma with High Honors

References

Kayleigh Osbourne

kjosbourne89@yahoo.com 720-217-6878 Longmont, CO

Caroline DiRosa

ccarm1234@yahoo.com 720-810-0512 Lakewood, CO