

# Jayden Lopez

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I have a lot of experience with communication skills with other employees as well as conflict resolution. I experienced situations that taught me skills in many different areas including receiving tasks that I did not have much knowledge on but executed them efficiently. I am able grasp new concepts quickly and apply them correctly as well.

Authorized to work in the US for any employer

## Work Experience

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### **Manual Labor**

Maintenance, AB - Cheyenne, WY

April 2019 to July 2019

Cheyenne Wyo

April 2019 - July 2019

- Worked in harsh weather
- Effectively communicated with other employees and upper management to ensure complete care of customers.
- Manual Labor
- Acknowledged customer issues and resolved their problems quickly and efficiently.
- Completed tasks efficiently

### **Maintenance**

Landscapes By Lance LLC - Telluride, CO

September 2018 to November 2018

Effectively communicated with other employees and upper management to ensure complete care of customers.

- Acknowledged customer issues and resolved their problems quickly and efficiently.
- Worked with other employees and cooperated as a team to ensure that tasks would be taken care of.
- Worked in harsh weather

## Education

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### **High School Diploma**

Montrose High School - Montrose, CO

April 2018

## Skills

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- Outstanding people skills
- Issue resolution
- Strong work ethic
- High level professionalism
- Effective communication skills
- Dependable
- Detail oriented
- Microsoft Word
- Excel
- PowerPoint
- Access