

Kevin Mendonca

#readytowork

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Authorized to work in the US for any employer

Work Experience

Concrete Laborer

Rookstool Concrete LLC - North Platte, NE

February 2019 to July 2019

Positioning and dismantling forms for pouring concrete

Dig ditches, grade dirt, and levels ground using shovels and rakes

Mix concrete and mortar

Align, straighten, plumb, and square forms for installation

Construct and raise forms as needed for elevation

Install and tie rebar, wire mesh, and handrails

Clean, load, and unload trucks, haul and organize materials

Lubricate and clean machinery, equipment, and tools

Use power sprayer or washer and other power equipment and machinery as needed

Crew Member

Domino's - North Platte, NE

November 2018 to February 2019

Customer Service, Take phone calls, fill out details of orders, and complete cash transactions

Cook/Prep, make pizza, prepare, clean and stock service line

Responsible for closing procedures with the ability to work independently to clean, stock and sanitize store

Receive, unload and stock weekly truck shipments for store

Pipeline Laborer

Double L Construction - Houston, TX

June 2014 to September 2017

Responsibilities

Assisted the Pipe layer and Pipe fitter to assemble various types of pipes to/from gas lines

Dug ditches or trenches, backfills, excavations, and compacts and levels earth to specification.

Aligns and positions pipes to prepare them for welding or sealing

Measures, marks, and records openings and distances to layout areas where work is to be performed.

Selects type and size of pipe and related material according to job specification.

Positions, joins, aligns, and seals structural components.

Measures and marks pipes for cutting and threading.

Applies caulking compound by hand or using caulking guns.

Frequently lifting up to a 100 lbs. daily.

Skills Used

Working in all types of weather, extreme hot and extreme cold for long periods of times.

Ability to lift and move heavy materials frequently throughout the day.

Use of various machines to assist in performing assigned task.

Order Filler

Wal-Mart Distribution Center - North Platte, NE

January 2014 to June 2014

Responsibilities

Filling orders and delivering them to the delivery platform while adhering to company standards for safety, security, and productivity.

Efficiently pick customer orders for shipment, ensuring that the correct number and type of product is loaded and shipped. Assemble various types of merchandise for shipment. Carry or transport orders to shipping locations or delivery platforms with material handling equipment. Stencil, tag, or mark orders as requested.

Repack and weigh any orders that require such handling when necessary. Report quality variances.

Ensure inbound and outbound shipments are accurate and free of damage.

Operate forklift in performance of order filling duties when required. On a daily basis, inspect and perform minor maintenance on the equipment.

Conduct physical inventories as required.

Maintain a clean, neat, and orderly work area. Assist in maintaining the security of the warehouse.

Accomplishments

I was able to maintain my order filling percentage in 4 weeks that usually takes 10 weeks to get to.

Skills Used

I was able to move quickly, making accurate decisions while picking orders through out the warehouse.

I operated a forklift and a order picker without incident

Customer Service Representative / Mechanical Fixes

Cedar Bowl Family Fun Center - North Platte, NE

February 2011 to January 2014

Responsibilities

Deliver excellent customer service through fast and accurate processing of orders, communication, and coordinating with other departments to resolve inquiries.

The first point of contact for the customer's general inquiries, fix the pinsetters and the ball returns if belts and screws came off did a little welding on some of the machines.

Welcome customers as they enter and thank them as they leave

Maintaining inventory in the back/Pro Shop

Arranging inventory on the floor

Tagging merchandise in Pro Shop

Setting up promotional material and displays

Maintain and Replenish Inventory

Organize Freezer Items in the food court

Maintaining a neat and tidy center

Unloading trucks of new merchandise including freezer and dry goods.

Accomplishments

I received many accolades for exceptional customer service from patrons.

I was able to work throughout my high school career and maintain a 3.2 GPA.

I assisted by request in special events in the fun center.

Skills Used

I used and developed my customer service skills along with communications skills.

I was able to accommodate and quickly resolve problems with upset customers/bowlers.

I jumped in and helped wherever I was needed, from the pro shop, food court and even deliver pizza when it was needed.

I am an excellent team member.

Education

General

Mid Plains Community College - North Platte, NE
2012 to 2014

Diploma in General

North Platte High School - North Platte, NE
2008 to 2012

Skills

- General Laborer
- General Labor
- Welding
- Heavy Lifting
- Caulking
- Pipe Threading

Certifications and Licenses

Drivers License

Assessments

Customer Service Skills – Proficient

November 2018

Measures a candidate's skill in evaluating approaches to customer service & satisfaction.

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.