

Matthew Murray

Eaton, CO

matthewmurray56_46y@indeedemail.com

(970) 214-8553

Over 6 years experience working with small breed animals in many different roles with great attention to detail and care.

Authorized to work in the US for any employer

Work Experience

Manager

Destiny's Club Mutt - Berthoud, CO

September 2017 to Present

I manage the boarding and day care facility at Destiny's Club Mutt. I am in charge of roughly 6 employees and report to the owner. I handle the day to day operations which include feeding, medicating, and overall care of the animals and facility. I interact with clients and handle their needs or resolve any disputes or complaints. I also write the schedule, order food and train new employees.

Animal Care Technician

Colorado State University - Fort Collins, CO

October 2015 to August 2017

I worked in the intermediate care department. I assisted the doctors and nurses with proper care of the animals while also maintaining a clean and safe environment.

Customer Service Representative

Wild animal sanctuary - Keenesburg, CO

August 2015 to August 2015

Greeted patrons and told them about the park. I sold merchandise and gave small tours. I was let go due to downsizing.

☎ Shift Lead/Manager

Camp Bow Wow

September 2014 to July 2015

As a shift lead or manager I oversaw and directed the team, assisted with daily duties, and helped customers with their needs and their dogs. I cared for the dogs while ensuring a clean and safe environment for everyone. I handled transactions and made sure my team was working hard.

Customer service and kennel tech

The Animal Keeper

January 2014 to August 2014

I handled transactions in the front and made sure the clients' needs were met as well as the dogs. I also worked in the back and took care of the dogs which included feeding, cleaning and playing.

☎ Media Consultant- Inside sales

Mainstreet Media
April 2013 to November 2013

I sold ads and wrote the classified section for a few of our publications. I handled accounts, data entry and collections too.

☉ **Sales Associate - Retail**

Jax Mercantile- Outdoor Gear
September 2011 to December 2012

I helped in the shoe department answering questions, helping customers find the right pair of shoes, restocking, counting inventory, receiving inventory, and helping where needed.

☉ **Assistant Manager/Customer Service**

Fort Fun
February 2009 to September 2011

When the manager was away I took over their duties. I also ran the front desk and helped customers by selling services and merchandise. I made sure the team was on task and always trying to improve.

Education

Bachelor's in Business

Colorado State University-Global Campus
2014 to January 2014

☉ National Outdoor Leadership School of Wilderness Medicine Institute
May 2011

sciences, human biology, anthropology

☉ Colorado State University
August 2008 to May 2010

Skills

- Dog First Aid Certified (4 years)
- Trained in dog behaviors, handling and medicine (5 years)
- Scheduling
- Inventory Management
- retail sales
- Training
- Inventory
- Team Building
- Microsoft Word
- Animal Care
- Kennel Experience
- Inside Sales
- Veterinary Technician Experience
- Veterinary Assistant
- Animal Restraint

- Front Desk
- Pet Grooming
- Pet Care