

# Max Mehia

**Dependable, reliable, and responsible.**

Brighton, CO 80602

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13038683509

Authorized to work in the US for any employer

## Work Experience

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### **Delivery Driver**

Sun Mountain Doors - Berthoud, CO

April 2018 to Present

- Drove all over the state of Colorado delivering custom doors to worksite/jobsites across Colorado.
- Drive a straight truck in mountains during winter
- Know how to chain up trucks for the high country.

### **Executive Director**

Weekend Backpack Program - Denver, CO

July 2009 to Present

- In charge of fundraising
- Oversee personal in the distribution of food to children in area schools
- Organize transport of food to schools
- Managed office documentation

### **Courier Driver**

Gateway Overnight DHL - Denver, CO

August 2016 to April 2018

- Delivered Packages
- Picked up packages for return
- Drove straight truck in tight places

### **Restaurant Area Manager**

Jack in the Box - Denver, CO

March 2009 to August 2015

- Schedules of all managers/ departments
- Managed office documentation
- Greeted and directed visitors / customers to their destination and provided general information
- Answered multi-line telephone, routed calls, and took accurate messages
- Performed faxing, photocopying and filing duties
- Trained managers/ general managers
- Payroll
- Assisted supervisors with special projects

### **Head Electrician for the construction company**

My Shop LLC - Fort Collins, CO

March 2007 to August 2008

- Ran Wires, remodel and new construction
- Schedule appointments
- Handles various bookkeeping duties
- Maintain/run work site in owners/ contractor absence

### **Co-Owner/kitchen manager**

Cottonwood Hollow Restaurant and Resorts LLC - Livermore, CO  
February 2001 to May 2005

- Cooking breakfast, lunch, and dinner.
- Ordering stock for both FOH/BOH.
- Making the schedules/hiring/firing
- Making sure that the kitchen is up to standards/clean.

### **COO Chief Operation Officer**

Heart of Deadwood LLC - Deadwood, SD  
November 1998 to January 2001

- Oversaw 5 general managers
- Schedules of all managers/ departments
- Managed office documentation
- Greeted and directed visitors / customers to their destination and provided general information
- Answered multi-line telephone, routed calls, and took accurate messages
- Performed faxing, photocopying and filing duties
- Trained managers/ general managers
- Payroll
- Assisted supervisors with special projects

### **Co-Owner**

American West Steakhouse LLC - Belle Fourche, SD  
April 1995 to October 1998

- Schedule catering/events.
- Payroll
- Cooking breakfast, lunch, and dinner.
- Ordering stock for both FOH/BOH.
- Making the schedules/hiring/firing
- Making sure that the kitchen is up to standards/clean

## Education

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### **Master's**

## Skills

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- Able to do all phases in a restaurant, both FOH/BOH.
- Customer service
- Commercial driving

- Box truck
- Box truck
- Commercial driving
- Customer service
- Courier
- Delivery Driver Experience
- Kitchen Experience
- Restaurant Management
- Kitchen Management Experience
- Culinary Experience
- Catering
- Microsoft Office

## Certifications and Licenses

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### **valid driver's license**

## Additional Information

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### QUALIFICATIONS:

- Work well without supervision
- Ability to prioritize and remain focused on the essence of an issue
- Excellent with customer support services
- Skilled at learning new concepts quickly while working well under pressure
- Works well with others

I have been a stay at home DAD for five years of six of my daughter life and during that time the job that I have missed the most is cooking. I love the fact that food is something that I enjoy with a passion.