

**JOSSIE VASQUEZ  
8000 W STANFORD AVENUE  
# 2-102  
LITTLETON, CO 80123  
(605)496-1016**

**Objective: To secure a challenging position with a congenial versatile company where there exists opportunities for professional growth.**

**Profile:**

- Dedicated, motivated, organized, with excellent communication skills.
- Industrious, dependable, cooperative
- Cheerful disposition, ability to get along with others. Strong desire to learn and build skills.
- Easily adapt to new environments and changing priorities; ability to learn new procedures and material quickly.
- Qualified for customer interaction, demonstrated drive needed to make a significant contribution.

**Skills: Computer proficiency: Windows, Microsoft Office, Word Perfect, Quickbooks, Internet, bilingual.**

**EXPERIENCE**

**05/2017-Present SPEGAL PLUMBING, LLC. Apopka,  
Florida**

**Warehouse Manager; Plumbing; Ticketing  
Department**

**Duties Include: Scheduling, Plumbers work orders,  
Inspections, Shipping and Receiving, Stock, Deliveries, Put Trims  
together**

**10/2015-05/2017 4-H PLUMBING Groveland,  
Florida**

**Warehouse Manager; Plumber  
Duties Include: Receiving, Stocking, Preparing  
Trims; Trim Phase Plumbing**

**02/2014- 06/2015 WAL-MART**

**Clermont,**

**Florida**

**Receiving Associate**

**Duties Include: Stock, Customer Service**

**11/2006 – 5/2014 ALOMAR & ASSOCIATES, P.C.**

**Clerk**

**Duties Include: filing documents in Court, process server, organize filing system, answer telephone, take messages, order supplies**

### **EDUCATION**

**2004-2008**

**Newtown High School  
York**

**Elmhurst, New**

**Graduated: June 2008**

**2008-2010**

**Queens Borough Community College  
New York**

**Bayside,**

**Freshman**

**2012-2013**

**Full Sail University  
Park, Florida**

**Winter**

**Freshman**

**Recording Arts Bachelors**

**REFERENCES   Furnished Upon Request**