

Nicholas Duncan

Fort Collins, CO 80525

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WORK EXPERIENCE

waiter

Lupe's Mexican Restaurant - Vernon, TX - 2016-08 - Present

Im part of an amazing wait staff and crew . We all work together to make sure our costumers happy, taken care, and leave satisfied.

construction laborer

bob Duncan construction - Quanah, TX - 2014-08 - Present

I did mostly remodels. Doing tile work, painting, cabinets, carpet, trim, sanding, tacking, and roofs.

office assistant

assist to sell reality - Fort Collins, CO - 2012-10 - 2014-08

I did a lot of imputing data, arranging meetings, filing documents, preparing contacts. Worked Microsoft word , excel, power point and access.

construction laborer

bob Duncan construction - Quanah, TX - 2005-01 - 2012-10

I did mostly remodels. Doing tile work, painting, cabinets, carpet, trim, sanding, tacking, and roofs. Whatever needed to be done.

Waiter

tongs american Chinese restaurant - Quanah, TX - 2003-06 - 2005-01

Waited on customers, worked register, bus tables

EDUCATION

business not completed

Vernon college

criminal Justice not completed

Vernon college

high school diploma

quanah high school

certificate of completion

empire real estate school

SKILLS

I have computer skills and have worked with programs such as Microsoft word, excel power point and access

CERTIFICATIONS/LICENSES

real estate license

2013-11 - 2014-01

I completed the class but not the test

Quanah high school diploma