

3881 Justice Circle
Immokalee, FL 34142
(239) 920-1945
Garcia1@yahoo.com

Rick Garcia

Motivated and diligent individual with a passion to build a long-lasting career with your company and opportunities for career growth.

SKILLS

- Supply Ordering
- Problem Solving
- Team Leadership
- Customer Service
- Menu Planning
- Advocate
- Bilingual (English/Spanish)
- Flexible/ Organized

EXPERIENCE

Self-Employed, Immokalee, FL. – Caterer

March/ 2020 - CURRENT

- Accurately estimated amount of food to prepare for events.
- Prepared Food/ Prep all silverware, condiments, any desserts.
- Created flyers for business through microsoft Word
- Handled cash, charged and collected money coming in for the event.

United Postal Service UPS, Naples, FL. – Delivery Driver(Carrier)

October 2019 - February 2020

- Delivered packages in varying weather conditions
- Answered customer questions regarding shipments.
- Inspected and maintained gas, oil, water levels as well as tires, lights and brakes.

SEI Logistics Inc. , Naples , FL. – Delivery Driver/ Amazon (Carrier)

July 2019 - October 2019

- Grouped and routed deliveries according to designated areas to maintain efficient delivery times.
- Communicated frequently with dispatch to rely on route changes and delays.
- Assorted parcels according to delivery route.
- GPS navigation to plan routes and rerouted for unexpected delays.

United States Postal Services, USPS, Naples, FL. - Delivery Driver

August 2018 - February 2019

- Navigated and operated box trucks to deliver products and materials.
- Conferred with dispatch to meet scheduled targets and incorporate changes.
- Obtained receipts or signatures for delivered goods, collecting payments for services when required.
- Applied defensive driving safety techniques to prevent accidents.

District School Board of Collier County, Naples, FL. - Paraprofessional

August 2006 - June 2017

- Applied positive reinforcement to redirect negative behavior.
- Communicated and collaborated well with educators from various grade levels.
- Planned and led activities to develop students' physical, emotional, and social growth.
- Enforced classroom routines to keep students on schedule and operating at a consistent level.

EDUCATION

Immokalee High School , Immokalee, FL. - Diploma

Graduated June 2002, GPA 3.5, member of scholars club, Beta Club, and Student government.

Florida Southwestern State College , Fort Myers, FL. - Some College (No Degree)

Attended in August 2015 - May 2017

Pursued Associates in Science.

References

Irma Gonzalez- Supervisor, Lake Trafford Elementary, 3500 Lake Trafford rd. Immokalee, FL. 34142 (239) 377-7303

Carmin - Postal Trainer, United States Postal Service, 3573 Progress Ave, Naples FL. 34104 (440) 346-4014

Ruben Reyna - ESE Teacher, Lake Trafford Elementary, 3573 Progress Ave, Naples, FL. 34142 (239) 633-2663