

# ROBBIE HOWARD

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Westminster, Co

## PROFESSIONAL SUMMARY

Passionate about promoting lasting customer satisfaction by delivering quality service and unparalleled support. Proficient in customer service best practices and related options. Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

## SKILLS

Effective Multi-Tasking  
Conflict Resolution  
Collecting Payments  
Teamwork and Collaboration  
Heavy Lifting  
Equipment Operation

## PROFESSIONAL EXPERIENCE

Time Management  
Door Installation  
Customer Relations Client Relations  
Problem-Solving Abilities Customer Service

### Garage Door Technician | American Garage Door - Wheat Ridge, CO

Adjusted doors to open or close with the correct amount of effort and made simple adjustments to electric openers.

Diagnosed problems and completed timely repairs.

Educated homeowners about proper care and maintenance of garage door systems.

Measured and estimated jobs in order to calculate fees.

Installed door frames, steel rolling curtains or electric door openers using power tools, hand tools and electronic test equipment.

Completed required paperwork such as work orders according to services performed or required.

### Host | Applebee's Grill + Bar - Castle Rock, CO

Answered customer questions about hours, seating, and menu information.

Supported servers, food runners, and bussers with keeping dining area ready for every guest. Took reservations and to-go orders by phone, answered customer questions, and informed of accurate wait times.

Monitored seating area and checked restrooms regularly to keep spotless.

### Sandwich Artist | Jimmy John's Sandwiches - Castle Rock, CO

Kept workplace clean and organized in line with restaurant policies.

Greeted guests, promoted specials, and took orders.

Prepared and presented food in compliance with health and safety guidelines.

Trained team members to prepare sandwiches and other items according to instructions. Upheld high standards of customer service at all times to enhance client loyalty and satisfaction.

**EDUCATION**

Douglas County High School - Castle Rock, CO

**GED**