

Ryen Ernstsén

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Professional Summary

I have a solid work ethic, and put the best into all that I do. I have an eye for numbers and details and am constantly doing my best to ensure and promote customer and employer satisfaction in all aspects through and around my job. I have excellent interpersonal skills and can communicate with any type of person or remain cool and collected. I do everything in my power to ensure harmony and easily resolve conflicts. I enjoy working with machines, driving, learning new skills, and interacting with people on a daily basis. My focus in life has been leading to the main goal of stability. I thrive in an energetic atmosphere where I can be myself and have something to show for my hard work and dedication to a project or workplace in general.

Work History

Saul's Autotek / Greenwood Village, CO / August 2019-present

Positions held: Jr. Technician, Driver, Janitor

Description of work related experience: Assisting in basic diagnostic repair work, focusing on maintenance (tires, TPMS systems, brake jobs including flushes). Performing oil changes on most modern makes and models (including hybrids, not Tesla). Shuttling customers to any desired location. Picking up/returning parts to specialty shops or dealerships. Purchasing necessary items in bulk from Restaurant Depot. Cleaning floors with a floor-buffer and proper cleaning solutions. removing trash from the garage. Preparing vehicles for inspection by preparing them on the hydraulic lifts throughout the shop for a Master Tech to then come and diagnose.

King Soopers / Denver, CO / November 2016-September 2019

Positions held: Head Clerk, Bookkeeper, Assistant Produce Manager

Description of work related experience: Managing a team of 6-30 individuals at a time; allotting breaks, cash machine errors, and customer based needs. Conflict resolution and harassment training was attended by all management. Bookkeeping (cash maintenance) for the entire store; this included handling checks, large quantities of cash, credit card statements, etc. and making sure that the Balance on Hand was always within budget. Required use of Microsoft Outlook, Word, Excel, and PowerPoint. As Produce manager I also received in deliveries and unloaded trucks with industrial equipment.

7-Eleven / Denver, CO / March 2016- November 2016

Positions held: Order writer, Sales associate

Description of work related experience: Welcoming guests into the store with a friendly smile and greeting. Cash register handling for the majority of scheduled shifts. Problem resolution with intoxicated individuals in store. Robbery prevention and action training. Ordering beverages, food, and supplies according to demand and store structure. Maintain clean and safe work environment. Follow food safety handling and cooking procedures. Colorado Lottery machine knowledge. Interacting with Vendors to ensure quality and quantity of product in store.

Black Eyed Pea Restaurant / Englewood, CO / September 2015-March 2016

Positions held: Server, Host, Expo, Dishwasher

Description of work related experience: Greeting guests in a welcoming and timely manner. Serving guests hot food with a high sense of urgency and respect. Knowledge of menu, ingredients, and liquor sold. Full tray service. Arranging and expediting hot food from and communicating with the kitchen and servers to make sure each guest is satisfied. Maintaining a clean dish area, organizing silverware, ensuring the kitchen and the front of house have all the clean tools necessary for success.

Jelly Café / Denver, CO / February 2015-July 2015

Positions held: Lead Prep Cook

Description of work related experience: Led staff of three other individuals in food preparation and cooking for an extremely fast paced and high volume restaurant. Maintaining food safety standards; cleanliness, temperatures, storing, cross contamination, disposal, handling. Ensuring par levels for storage and inventory while staying within specific ordering guidelines to use cost most efficiently. Opening and closing restaurant procedures enabled as well. Kept an organized work environment.

Rocky Mountain Catering / Littleton, Colorado / November 2014- March 2015

Positions held: Line cook, server, dishwasher, prep cook, team lead, key holder

Description of work related experience: Responsible for food safety, handling, cooking, food running, cash management. Preparing food in a timely manner. Handling a staff of up to 5 other individuals for serving and food prep.

Canine Fitness and Fun Center / Denver, Colorado / July 2014-November 2014

Positions held: Daycare Attendant

Description of work related experience: Handling dogs in large groups in a safe manner. Maintaining a healthy and clean environment for the dogs to interact in. Providing excellent customer service. Having fun with the animals.

Waterway Car Wash / Cherry Creek, Colorado / January 2014-July 2014

Positions held: Line Attendant

Description of work related experience: Cleaning vehicles to customer satisfaction and company standards. Providing excellent customer service. Attention to detail on exterior and interior of vehicle.

Fieldworks Campaign Group / Boulder, Colorado / April -November 2013

Positions held: Team Leader/Canvasser

Description of work related experience: Worked on a campaign to improve public school funding for k-12th grades from beginning (getting the initiative on the ballot) to finish (getting voters to vote on the amendment to the Colorado Constitution). Speaking with voters and non-residents to raise awareness on the issue, and also coming up with creative campaign strategies and advertising around the city of Boulder.

Education

Arapahoe High School / Centennial, CO / 2003-2007

Arapahoe Community College / Littleton, CO / 2008

Community College of Denver / Denver, CO / 2014

References

Sarah Drumm (King Soopers Bookkeeping Coordinator) 720-364-9705

Megan Fernald (Immediate Supervisor Rocky Mountain Catering) 908-285-6714

Nay Nay O'Neal (King Soopers Service Manager) 303-399-1086