

# Shawn Laster

Coffeeville, MS 38922

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An interesting position with a growing company. A place where I can be a great worker and bring hard work and satisfaction to the company!

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

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### **Police-parking enforcement officer**

City of Oxford - Oxford, MS

May 2022 to January 2023

Im a parking enforcement officer. We make sure everyone is following rules and regulations. Helping out the community the best way we can and providing excellent service to the city. Patrolling the town and making sure everyone is following the rules and regulations. Helping out with different departments and duties. Surveillance cameras and more that needed to be done.

### **Store Manager**

Papa John's - Oxford, MS

October 2020 to November 2022

I was a shift leader at papa johns. Duties are to either open or be the closing manger. I'm above a crew of about 15-20 people! I do inventory, cash deposits and make sure all the money and food cost and my labor is right at the end of that night cause we don't need that to high and lose money! Also I was in charge to make sure I done my food truck order and beverage also. Making the schedule and more and communicating with my general manager. Most important part of this job was communication with your team and customers. With out them we wouldn't be no where. While I was the store manager no job was to big or small. I was hands on and training and coaching different team members daily. There wasn't no day that I'm not hands on with my team.

### **Parts Sales Manager**

Advance Auto Parts - Oxford, MS

March 2020 to September 2022

I was a parts sales manger! My duties was to assist and help customers needs in finding them parts they needed for there car or work with other dealer to find it. I also had to do inventory and meet my sales goal and hiring and training new team members! We done everything from commercial to regular parts

### **Maintenance Technician**

Weeks Construction

February 2013 to April 2020

I was a maintenance technician. We done commercial and residential apartments we done anything from repairs to hvac to electrical and plumbing we done it all to keep everything up to code and up to date. My job was to do all my work orders and more. Wasn't no job to small we done it all.

## **Shipping and Receiving Clerk**

Modine Manufacturing Company - Grenada, MS

January 2016 to August 2018

I was shipping and receiving clerk my duties was to make sure all inventory and new incoming inventory was put up. I was forklifted certified which means I had to put up all the coils and then add them into my computer. I had to use SAP and more techniques to do my job. Went to meetings and made sure everything was correctly done on daily basis and reported everything to my supervisor as needed I used the forklift on a daily basis moving and putting everything up that needed to be done. Unloading and loading trucks off the dock and inventory all of the shipments. Wasn't no job to big i had more responsibilities including tool and die and maintenance work dealing with HVAC of the coils and making sure they are keeping heat and cooling.

## Education

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### **Applied science, Criminal justices in Conservation Law Enforcement**

Holmes Community College - Grenada, MS

August 2016 to November 2017

### **High School Diploma in Biology**

Grenada High School - Grenada, MS

2015

## Skills

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- Customer Service (4 years)
- Law Enforcement (1 year)
- Sales (3 years)
- Supervisor (4 years)
- Driver (4 years)
- Manager (3 years)
- Forklift Operator (5 years)
- Cash Handling (5 years)
- Supplier Quality
- Team Building
- Excel
- Time Management
- Inventory
- Microsoft Office
- SAP (1 year)
- Management Experience (3 years)
- Retail Sales (3 years)
- Management (3 years)
- Restaurant Experience (8 years)

- Cooking Experience (7 years)
- Assistant manager experience (4 years)
- Security
- Negotiation
- Shift Management
- Recruiting
- Laboratory Experience
- Supervising Experience
- Conflict management
- Leadership
- Report writing
- Maintenance and repair (4 years)

## Certifications and Licenses

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### **Driver's License**

#### **MDOT Medical card**

Card is for mdot so I can drive trucks under 26,000

#### **ServSafe Manager**

## Assessments

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### **Basic Maintenance and Repair — Proficient**

February 2020

Performing basic repairs and maintenance for apartment complexes, office buildings, and other facilities

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

## Additional Information

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I'm a trustworthy employee looking for a great company for employment. Where I can expand myself, and do great. I'm a very hard, and dependable worker, and can always count on me to get the job done. I'm loyal, and trustworthy. I'll be a great candidate to a great company. I'm always on time and I get straight to the point. I have many skills and trades also.