

Skylar Wanke

Fort Collins, CO

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(720)727-5820

Authorized to work in the US for any employer

Work Experience

Doordash Driver

DoorDash - Fort Collins, CO

November 2019 to Present

Completed deliveries accurately and in a timely manner. Organized deliveries by route and verified items. Maintained consistent communication and courtesy with customers.

Delivery Driver/Warehouse

Blue Sky Ice - Gillette, WY

June 2019 to December 2019

- Delivered products in a timely and courteous manner
- Loaded packages
- Drove residential and commercial routes
- Maintained ongoing communication
- Consistently completed on-time deliveries
- Managed paperwork
- Maintained receipts and income from deliveries
- Obtained package signatures
- Operated warehouse equipment, including pallet jack and forklift and automatic stapling and bagging machines.

Night Auditor

Wingate By Wyndham Gillette - Gillette, WY

September 2018 to June 2019

Transport customers in a safe and efficient manner, ensure the safety of the shuttle van, complete daily cleaning and facility maintenance tasks as required. Prepare breakfast in accordance with food safety laws. Check in/out guests, file reports, balance credit card reports, ensure guest satisfaction.

Vocational Rehabilitation Specialist

Ravalli Services Corporation - Hamilton, MT

January 2013 to September 2018

Assess, plan, organize, and participate in rehabilitative programs that help build or restore vocational, homemaking, and daily living skills, as well as general independence, to persons with disabilities or developmental delays.

Apprentice Electrician

Warren Electric, Incorporated - Laurel, MT

January 2010 to January 2013

Help electricians by performing duties requiring less skill. Duties include using, supplying or holding materials or tools, and cleaning work area and equipment.

Education

High School Diploma

Hamilton High School - Hamilton, MT

January 2013

Skills

- Guest Service
- Basic Math
- Pallet Jack
- Forklift
- Manual Transmission Experience
- Organizational Skills

Certifications and Licenses

Driver's License

Assessments

Conscientiousness — Highly Proficient

December 2019

Tendency to be well-organized, rule-abiding, and hard-working.

Full results: https://share.indeedassessments.com/share_to_profile/b323b630326d611d438bff24d7420862eed53dc074545cb7

General Mechanical Knowledge — Proficient

December 2019

Understanding and applying mechanical concepts and processes.

Full results: https://share.indeedassessments.com/share_to_profile/4646eb70525f0ed1ae6591fdb261148deed53dc074545cb7

Reliability — Highly Proficient

November 2019

Tendency to be dependable and come to work.

Full results: https://share.indeedassessments.com/share_to_profile/af5ecaf63b1f213bfdbe1c9efaf593d7eed53dc074545cb7

Data Entry — Highly Proficient

December 2019

Entering data quickly and accurately.

Full results: https://share.indeedassessments.com/share_to_profile/e2df6857b065d43be61f95c78efab039eed53dc074545cb7

Personality: Hard-Working — Proficient

August 2019

Measures a candidate's tendency to be rule-abiding, well-organized, hard-working, confident, and think before acting.

Full results: https://share.indeedassessments.com/share_to_profile/bbb01fe1b56bd13f5b3d1cd5154227b9

First Aid Skills — Proficient

January 2019

Measures a candidate's ability to identify treatments for common medical emergencies.

Full results: https://share.indeedassessments.com/share_assignment/sbsq-6xuo0afe4zp

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