

Stephanie Manning

Loveland, CO 80537

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(970)6894870

- A position where my extensive experience can contribute to your customers' satisfaction and your company's success.

Authorized to work in the US for any employer

Work Experience

Crew Member and Cashier

Firehouse Subs - Loveland, CO

April 2019 to Present

Run pos system follow all mandated rules for the food service industry, make from start to finish the customer order and get it to them in a timely manner, prepare food for use on the line and clean the dishes, lobby and put the customer first

Housekeeper

Courtyard by Marriott - Fort Collins, CO

August 2018 to November 2018

I had to sweep, mop, dust, vacuum and clean the bathrooms, remove trash and deposit it in the building's dumpsters. Many refill toilet paper rolls and keep an eye out for issues such as burned-out light bulbs that need replacing, sometimes changing the bulbs or telling maintenance about the issues. In addition to basic duties, I had to change sheets and make beds in the guest rooms. They keep the rooms stocked with clean cups, coffee supplies, towels and other bathroom items, such as shampoo

Housekeeper

Residence Inn by Marriott - Fort Collins, CO

August 2018 to September 2018

I had to sweep, mop, dust, vacuum and clean the bathrooms, remove trash and deposit it in the building's dumpsters. Many refill toilet paper rolls and keep an eye out for issues such as burned-out light bulbs that need replacing, sometimes changing the bulbs or telling maintenance about the issues. In addition to basic duties, I had to change sheets and make beds in the guest rooms. They keep the rooms stocked with clean cups, coffee supplies, towels and other bathroom items, such as shampoo

Senior Sandwich Artist

Subway, Loveland Co - Loveland, CO

April 2015 to November 2015

I would prep the food in a safe and effective manner for the rest of the day, as well as bake the bread, I

would work the line which included but was not limited to taking the customers order, making the sandwiches and wrapping the sandwiches, running the ops system on the computer. Handling cash, Credit cards as well as coupons. I would stock the stores with whatever was running low which means on the line and off. when we didn't have a rush of customers I would clean the store front

lobby and back of the store. I would also open the store count the cash in the draw. before I left the store I was sorting receipts of the previous years because we were going to have a audit done

Independent Sales Consultant, Owner/Operator

Partylite Candles

August 2012 to January 2015

home party based business, I would network with my customers to have them give me recommendations of people who they would know that would be willing to give me a few minutes of their time. I would also market my products with setting up displays and creating a dialogue to be able to make a sale of one or more of my products. I did all of my own accounting for the business. I handled every customer complain about the product if it was broken during shipping or if they got over charged. I would to the best of my ability take care of why the customer was unhappy and worked with everyone to see that the customer became satisfied with myself, the company and the product that they had received. I also did all of the planning, scheduling and other office duties

Education

General

Thompson Valley High School

May 2001

AAS in Accounting and Business Management

CollegeAmerica

AAS in Accounting and Paralegal

Front Range Community College

Skills

Houskeeping

Additional Information

KEY QUALIFICATIONS

- Customer Service
- Detail Oriented
- Conflict Resolution
- Team Player