

I am a career minded self starter looking for an opportunity with a company that can provide me with a challenge and the chance to work with professionals- helping to make a difference and expand my knowledge.

CORE COMPETENCIES

Word Processing Skills	Microsoft Office, specifically Microsoft Word.
Information Technology	Computer Basics , forums , emailing
Landscaping	General maintenance, wood work, construction , fencing
Maintenance Mechanic	General Maintenance of cars, trucks and vans such as Oil, brakes, tires, master cylinders, sparkplugs and wires and Coils.
Customer service & sales	Cashier, sales rep and general customer care

PROFESSIONAL EXPERIENCE

Just Brakes:

Break Repair • Denver, Colorado

August 2011- February 2012

- I worked as a Brakes Repair mechanic and also helped with other tasks required within the garage. I have a strong interest in Mechanics and car repair.

Midas:

Mechanic • Denver, Colorado

June 2011– August 2011

- I worked as an oil changer and general maintenance of the shop floor keeping it clean. I also did deposits to the bank and dealt with cashier. My reason for leaving was due to cut backs.

Bradley's :

Fuel clerk • Denver, Colorado

September 2009- October 2010

- Clean pumps, cashier and also money deposits keep up with general running of the gas station.

Safeway:

All Purpose Clerk • Denver, Colorado

December 2007– August 2009

- I worked as an all Purpose Clerk, duty's included the following: Fuel Station, Seafood department, meat department and produce department and Cashier. I kept up with the general running of those departments. I also kept to a schedule given to me by my supervisors. Reason for leaving was due to cutbacks.

EDUCATION AND TRAINING

Emily Griffith High School:

Denver, Colorado

2008

My main goal is to further my education and complete my ASE and become a certified technician

PERSONAL INFORMATION

I am 23 years old and engaged to be married within the next year, my hope is to find a job that will provide a good fit for myself and my long-term future goals. I have a great interest in cars and mechanics and do freelance jobs working on friends and family's cars. I have been working on an old Chevy van 1990 for uncle on a full restore over the last few months. I love working with my hands and would consider myself a fast learner. I don't mind starting at the bottom and working my way up. I have also been told I have excellent manager skills.