

# Cole

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## Employment Objective:

To provide quality customer service and be a productive member of a team

## Customer Service Skills

- Assisted customers with sacking groceries
- Answered customer questions via telephone
- Positive, outgoing personality
- Loaded purchases into vehicles upon customer request
- Greeted guests

## Custodial Skills:

- Experience vacuuming, sweeping, and mopping floors
- Experience cleaning windows
- Experience cleaning restrooms
- Ability to use a power washer
- Experience washing dishes in a professional restaurant environment
- Provided assistance in hotel laundry room
- Maintained hotel cleanliness while serving as a porter

## Other Capabilities:

- Punctual
- Professional appearance
- Willingness to perform a variety of duties

## Employment:

Menards, Lawrence, Ks. – September 2015 – Present

Wendy's, Lawrence Ks. November 2014 - 2015

Cottonwood, Inc., Lawrence, KS – September 2002 – 2016

Production Worker

Hampton Inn via Cottonwood, Lawrence, KS – October 2010 – April 2014

Laundry Aide/Porter

Home Depot, Lawrence, KS – April 2003 – February 2004

Crew Member

## Education:

Baldwin High School, Baldwin City, KS

Diploma earned 2001

## Activities, Honors, Awards:

Job Readiness Training team leader

Medaled in Special Olympics while participating in multiple sports

Employee of the Month awarded while at Hampton Inn

Self Advocate Coalition of Kansas – Past President

## References: Available Upon Request