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EXPERIENCE

The Archive Cafe & Lounge, Brooklyn, NY July 2009 to Present

- Service the public with fairly traded iced, hot, and espresso drinks, which improve with refined technique
- Maintain inventory of DVDs and VHS for rental to the people of Bushwick and beyond

Bull's Head Inn, Cobleskill, NY December 2008 to June 2009

- Washed pots, pans, dishes, glasses, all kitchen wares
- Cleaned kitchen each night: swept, mopped, beat out mats, disposed of all garbage

Newbury Comics, West Lebanon, NH September 2007 to January 2008

Sales Clerk

- Greeted, offered customer service to all customers with specific knowledge of products
- Utilized company-wide (DOS based) inventory in order to reference and/or order products
- Received and stocked/organized all wares according to categorized departments
- Updated sales through systematized inventory, slapping fresh stickers on DVDs, CDs, etc.
- Appraised (DVD, CD) trade-ins for cash-back

Wal-Mart, Cobleskill, NY March 2007 to September 2007

Shipping/Receiving

- Unloaded all incoming trucks on third shift
- Broke down and arranged incoming freight
- Maintained the receiving room at all times
- Operated manual pallet jack in transporting freight to all departments
- Implemented "Zoning", a storewide method of arranging stock on the shelves, throughout all departments

- Underwent computerized safety training modules

Howe Caverns, Howes Cave, NY

Summer Seasons 2003 through 2008

Maintenance

- Carried out trash collecting, maintenance, general upkeep of the property
- Tended to the landscape via watering flowers, weeding (using shears, gas powered weed whacker), mowing, trimming hedges
- Stained, primed, painted any necessary fences, borders etc. using mostly oil-based products
- Operated electric golf cart in order to navigate the property

Parking Lot Attendant

- Greeted all incoming vehicles while instructing on proper parking procedures and cave policies
- Provided customer service to all visitors
- Answered all questions pertaining to tours and the entire property
- Supervised and trained all new Parking Lot Attendants
- On occasion, tended to "Rosy" the Howe Caverns pony and managed daily pony rides with children

Photographer

- Coordinated with Tour Guides in order to synchronize with scheduled tours at a particular room in the cave
- Operated a digital SLR with flash for snapping shots of visitors with their families, group tours
- Inspired smiles on younglings and various pouters with improvised expressions of glee
- Printed all photos, housed in Howe Caverns card paper frame, prepared for viewing by the finishing tours
- Systematized all digital photos from SD storage to CD archives

EDUCATION

Prospective Student
Film Studies

Brooklyn College

Spring 2010

Middleburgh Central School
(Regents Diploma with Honors)

Middleburgh, NY

June, 2006

*References available on request

