

LeRoy S. McQuay

WordPress Developer

CONTACT

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EDUCATION

CDL Class A License

All-State Careers
2009 - 2009

High School Diploma

Dundalk High School
2003 - 2008

SKILLS

- Graphic Design
- Web Design
- PHP/WordPress
- Microsoft Word

PROFILE

Customer services specialist with extensive management experience, strong interpersonal skills with certification in employee mediation and teambuilding. An innovative problem solver with developed and implemented new service strategies to increase customer satisfaction by 30%.

WORK EXPERIENCE

Food Prep

Sonic Drive-In 2018 - Present

Prepared food for customers, clean and organize eating, service, and kitchen areas, notify kitchen personnel of shortages or special orders, and ensured that orders were set out in a reasonable time.

- Followed food safety procedures according to company policies and health and sanitation regulations.
- Routinely moved and stocked food products weighing up to 50 pounds.
- Placed food trays over food warmers for immediate service or stored them in refrigerated storage cabinets.

Janitor

Nolan's Services, LLC 2013 - 2018

My job included mopping floors, sweeping rugs, and waxing floors. I would also go through dust everything off on a daily basis. Also, I would clean the windows for the clients.

- Collected, sorted and transported recyclable materials.
- Promoted building security by locking doors and checking electrical appliances for safety hazards.

Fast Food Prep

Burger King 2012 - 2012

Serve customers in eating places that specialize in fast service and inexpensive carry-out food. Clean and organize eating, service, and kitchen areas. Notify kitchen personnel of shortages or special orders.

- Followed food safety procedures according to company policies and health and sanitation regulations.
- Routinely moved and stocked food products weighing up to 50 pounds.

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EXPERTISE

- Quality Control
- Internet Browsing
- Creativity
- Word

INTEREST

- Design
- Internet
- Travel
- Fitness
- Paint

WORK EXPERIENCE (CONTINUED)

Security Guard

Securitas

2011 - 2011

Monitor and authorize entrance and departure of employees, visitors, and other persons to guard against theft and maintain the security of premises. Patrol industrial or commercial premises to prevent and detect signs of intrusion and ensure the safety of doors, windows, and gates.

- Adhered to established procedures and policies and posted orders to include enforcement of company rules, policies and regulations.
- Maintained composure while working with high volumes of the general public.

REFERENCE

Tim Nolan

CEO

T: 304-615-5218