# JUSTIN DE LA TORRE

#### Burbank, CA 91504

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#### 8184285696

My name is Justin De La Torre, I am looking for a job to help grow my skills. Willing to relocate: Anywhere

Authorized to work in the US for any employer



# WORK EXPERIENCE

# Client

Liberty Employment Services - Los Angeles, CA August 2019 to Present

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Contributes to the maintenance of a clean office environment. Performs volunteer services for several organizations, including: Pet Co, Full Circle Thrift Store, and the Salvation Army.

# **Sales Associate**

**TJ Maxx** - Sherman Oaks, CA October 2017 to January 2018

Help setting up clothing sizesSetting up HomeGoods Products

#### Service Representative

Olive Recreation Center - Burbank, CA February 2016 to April 2016

Setting up the equipment for Tennis

- Sweeping up the basketball court
- Setting the books in the shelf

#### Location - Food Server

Luther Middle School - Burbank, CA April 2015 to September 2015

Assist in food preparation

Assist in serving food

#### **Gym Floor Attendant**

YMCA - Burbank, CA June 2014 to August 2014

Responsible for setting up equipment for gymnastics classes

• Responsible for cleaning up mats

• Assisted maintenance crew in gathering towels for laundry

# **EDUCATION**

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#### Associate in Animation

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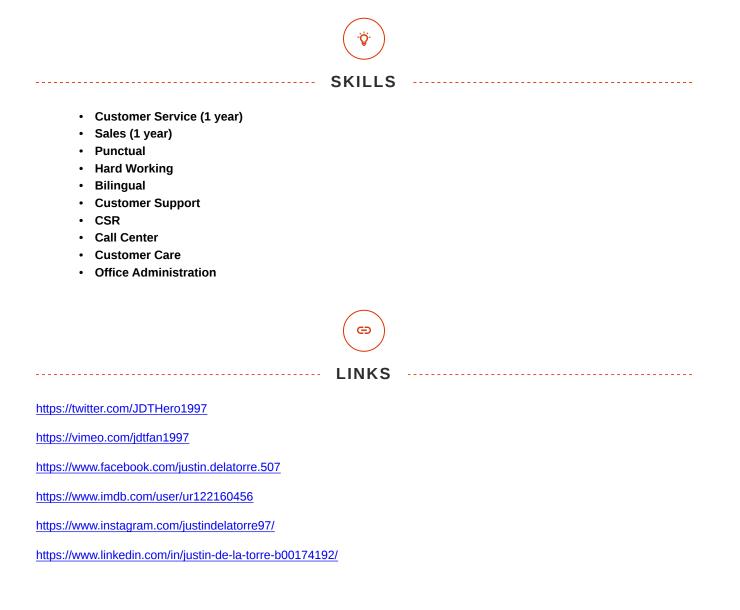
**Spectrum Laboratory** - Los Angeles, CA August 2020 to Present

# Certification of Completion in Customer Service, Cashier

Bridgeport Vocational School - Sherman Oaks, CA August 2017 to June 2019

## Certification of Completion in Math, Science, Social Studies, English, Computer Skills.

Burbank Unified School District - Burbank, CA August 2011 to June 2019





**CERTIFICATIONS AND LICENSES** 

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# **Customer Service**

August 2017 to June 2019



# ASSESSMENTS

# **Retail Cash Handling — Completed**

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September 2019

Calculating retail transactions and knowing cash drawer policies and procedures. Full results: <u>Completed</u>

#### Retail Skills: Shelf Stocking — Familiar

September 2019

Receiving and storing merchandise or product. Full results: <u>Familiar</u>

# Retail Customer Service — Familiar

September 2019

Comprehending and responding to retail customer needs. Full results: <u>Familiar</u>

## Data Analysis — Completed

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March 2020

Interpreting and producing graphs, identifying trends, and drawing justifiable conclusions from data. Full results: <u>Completed</u>

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

# ADDITIONAL INFORMATION

SKILLS {Insert Skills Here}