

Davon Leonard

Curtis Bay, MD 21226

dleonard7668@gmail.com

+1 301 613 8885

My name is Davon Leonard, and I am a young professional from the Maryland area. I have an energetic attitude towards work, and the ability to maintain even when dealing with change and ambiguity in the workplace or with customers. Furthermore, I am constantly seeking new horizons to expand and deepen my knowledge through my education and experience. My broad background makes me an excellent candidate for any position.

#readytowork

Authorized to work in the US for any employer

Work Experience

Flagger/Traffic Control

Agile Sourcing Partners - Baltimore, MD

Present

- Setup, maintain, and remove temporary work zones including warning signs, traffic cones, stop slow paddles, and rumble strips
- Read and comprehend Wright safety manual and employee handbook to comply with policies
- Communicate to ensure that automobiles and pedestrians do not interfere with or pose a danger to laborers and their projects.
- Other job duties as assigned

Ramp Service Agent

Worldwide Flight Services - Washington, DC

January 2019 to April 2019

Baggage unloader/uploader, wing walker, lavatory, bag room, bag runner, customer service, choke wheels, toll planes, set up flight gates.

Warehouse Worker

Salvation Army Adult Rehabilitation Center - Hyattsville, MD

April 2018 to October 2018

Warehouse worker I work on the dock unloading up to 10-12 trucks each day. I also work in the sorting room where I make 12 racks with 100 pieces of clothing on each rack, and I am a price tagger. I also work in the family store transferring donations from the warehouse to the store and I help assist as a customer service representative. Also I am a truck driver helper going out to pick up donations.

Classroom Aide

Marion's Day Care Center - Mount Rainier, MD

March 2015 to July 2017

Provide supportive services in a daycare environment. Maintain a neat and clean appearance on school grounds. Provide basic care, educational support and serving as parent liaison.

Sales Associate

Leonard Truck on Wheels - Washington, DC
May 2008 to December 2014

Provide excellent services to customer. Assisted manger with proper health, safety and sanitation guidelines. Operated cash register and handling cash procedures.

Office Clerk

Sigma Space - Lanham, MD
April 2007 to August 2007

Provided various administrative support services including data entry and filed information accurately. Organized supply room. Delivered mail to different departments and cubicles.

Public Space Cleaner & Laundry Attendant

Cambria Suites Hotel- Rockville Maryland

Clean rooms, hallways and restrooms, urinals, empties ashtrays and Polishes furniture and fixtures, vacuums and polishes elevators

Collect dirty linen used by the guests and prepare for washing

Separate the towels and linen washed, dried and folded linen to be deployed to the designated guests rooms or assigned areas

Education

Certification in Hospitality

National Children Center Career Academy - Washington, DC
October 2015 to December 2015

High school Diploma

Technical Learning Center - Washington, DC
August 2014 to April 2015

Skills

- Associate (6 years)
- Forklift (Less than 1 year)
- inventory (Less than 1 year)
- microsoft office (Less than 1 year)
- MS OFFICE (Less than 1 year)
- Shipping Receiving
- Shipping
- Order Puller
- Warehouse Associate
- Picker Packer
- Unloading
- Loading

- Load & Unload
- Guest Services
- Pallet Jack
- Freight Experience
- Laundry
- Maintenance
- Merchandising
- Warehouse experience
- Agile
- Construction
- Box truck
- Driving

Certifications and Licenses

American Traffic Safety Services Association

August 2020 to August 2024

Additional Information

Skills

Forklift, Warehouse Associate, inventory, word, microsoft office, Painting

Certified Guest Service Gold Professional

December 2015 to Present

Certified Flagger/ Traffic Control

American Traffic Safety Services Association