

## **DEVIN K. PETERS**

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### **Objective**

To secure a challenging position in a reputable organization that offers a positive atmosphere to learn and implement new skills and technologies for the betterment of the organization to expand my learnings, knowledge, and skills. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

### **EXPERIENCE**

#### **TROPICAL SMOOTHIE**

**Team Member – Chesapeake, VA**

**January 2020 – July 2020**

- Ensured that all employees strictly adheres to all Company policies and procedures.
- Prepare smoothies and food that meets our specifications and high-quality standards.
- Delivered unparalleled Hospitality that ensures the customer is completely happy and satisfied.
- Kept a restaurant that invites the customer to a delightful experience.

#### **CHICK-FIL-A**

**August 2019 – December 2019**

**Crew Member/Supervisor – Chesapeake, VA**

- Ensured that Team Members follow recipes and read tickets to accurately prepare all orders.
- Ensured that Team Members are extremely accurate with weights and measurements for all recipe items.
- Ensured that Team Members work at a pace to maintain restaurant's established speed of service guidelines.
- Ensured that workstations are clean at all times.
- Ensured that cashiers follow cash handling procedures at all times.
- Executed proper security and cash handling and control procedures and holds cashiers accountable to adhering to policies and procedures.
- Ensured that Team Members monitor dining room, restroom, parking lot and overall facility cleanliness.
- Performed any of the tasks above as needed throughout shift
- Addressed guest issues that may arise; consults with management regarding complex issues.
- Maintained a positive working relationship and treats all employees with respect while providing them with direction and feedback.
- Communicated employee performance and policy/procedure violations to management for appropriate handling.
- Ensured that all employees strictly adheres to all Company policies and procedures.

### **EDUCATION**

**July 2021**

**Bachelors of Science Degree, DeVry University, Decatur, GA**

- Information Technology and Networking (Concentration in Cyber Security) – In Progress

**June 2021**

**High School Diploma, Indian River High School, Chesapeake, VA**

- General Diploma

**JUNE 2021**

**Firefighting and Public Service, Chesapeake Career Center**

- Learned how to fight and control outbreak of fires. Acquired knowledge of fire department organization.

- Practice entry and rescue salvage practices. Performed fire, arson inspections and investigations.

## **March 2021**

**Life-Work Portfolio**, Together we can foundation.

Career planning, goal setting, personal presentation skills and professional portfolio completion.

### **Skills**

- Innovative and creative problem solver
- Windows Operating Systems
- Hardware Installation: RAM, HDD, SSD, Motherboard, Video Card, Network Card, Power Supply
- Data Entry, 10 key, WPM 80
- Microsoft Office 365 Suite (Word, Excel, PowerPoint, Outlook, Visio, Project)
- Adobe Creative Suite (Photoshop CC, Illustrator, InDesign, Premiere)
- Communication, leadership, teamwork, creativity, active listening skills and empathy
- Great Self-starter, very organized, great verbal and writing skills
- Microsoft teams, Zoom and other Multi-media teleconferencing tools.

### **Certifications**

- Security plus (in-progress)
- Work-Life Portfolio Course
- National Incident Management System (NIMS) Certification
- CPR Certification
- Workplace Readiness