

Russell Hibbs, RBT

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PROFESSIONAL SUMMARY

Responsible employee proficient in handling money, restocking merchandise and helping customers locate products, implementing and adjusting behavior protocols, utilizing safety care, and remaining calm in stressful or dangerous situations. History of keeping work areas clean, neat and professionally arranged. Good listening skills combined with attentive and detail-oriented nature.

SKILLS

- Cleanliness
- Customer assistance
- Currency counting
- Drawer management
- Payment processing
- Product upselling
- Store merchandise stocking
- Liquor law compliance
- Bagging and packaging
- Cash register skills
- Behavior Analysis
- Leadership
- Loss prevention
- Cash handling
- Cleaning and sanitizing
- Basic math skills
- Credit card processing
- Coupons and gift cards
- Heavy lifting
- Identification checks
- Security monitoring
- Multi-tasking ability
- Scheduling
- De-escalation

WORK HISTORY

INSTRUCTOR/REGISTERED BEHAVIOR TECHNICIAN, LEVEL 3 | 03/01/2021 to Current **Virginia Institute of Autism - Charlottesville, VA**

- Assessed situations for safety for both staff and client.
- Obtained Registered Behavior Technician certification in August of 2020, most recently renewed on July 20th, 2023.
- Planned group lessons such as art and music.
- Helped brainstorm for solutions when interventions seemed to be unsuccessful.
- Was able to effectively and efficiently work with multiple clients at one time.
- Provided safety care when it was called for and filled out the appropriate paperwork.
- Am an active member of the Presidential Advisory Committee.
- Taught new staff effective ways of working with our clients that adheres to set protocols and company guidelines.
- Worked with clients between the ages of 5-21.
- Created the daily schedule for blocking.
- Assisted the Level 4, SPED and BCBA with whatever tasks they gave me.

CAP TEAM 2 ASSOCIATE | 01/2019 to 2/26/2021 **Walmart - Staunton, VA**

- Was Cap Team 2 Supervisor for two months until the position was changed.
- Alternated goods in inventory by observing "first in, first out" approach to keep shelves organized and properly stocked.

- Acknowledged safety issues and contacted a manager or supervisor regarding concerns and for quick resolution.
- Removed all debris and packaging from boxes and separated for recycling or disposal.
- Blocked and faced products on displays and shelves in accordance with company policy.
- Inspected work areas for cleanliness and obstacles and removed cartons and boxes to keep work areas organized and hazard-free.
- Stocked merchandise each night, clearly labeling items, arranging according to size or color, and preparing attractive displays.
- Unloaded delivery trucks and sorted each box into its respective location to be pulled onto the sales floor that night.
- Pulled freight from the back room onto the sales floor every night.
- Trained and certified on electric jack, walking stack, and forklift.

SELF CHECKOUT HOST | 01/2018 to 01/2019

Walmart - Staunton, Virginia

- Maintained current knowledge of store promotions and highlighted sales to customers.
- Monitored self-checkout systems and provided assistance or intervention where required.
- Checked identification for proof-of-age and refusing alcohol sales to underage customers.
- Assisted customers by answering questions and fulfilling requests.
- Kept drawers accurate, current and secure by checking bills for counterfeit markers, storing large bills and keeping adequate change.
- Mentored new team members on registers, meeting customer needs, maximizing group performance and maintaining high satisfaction with customers.
- Helped customers complete purchases, locate items and join reward programs to promote loyalty, satisfaction and sales numbers.
- Checked prices for customers and processed items sold by scanning barcodes.
- Maintained professionalism with clean, tidy, and well-stocked check-out lines.
- Restocked, arranged and organized merchandise in front lanes to drive product sales.

LIFEGUARD | 05/2014 to 09/2017

Wintergreen Resort - Nellysford, VA

- Maintained rescue equipment in peak condition by conducting inspections and completing basic repairs.
- Monitored safety of all guests in and around swimming pool.
- Learned and maintained proficiency in first responder skills such as First Aid and CPR to offer individuals in distress optimal support.
- Checked water readings every 3-4 hours to keep chemicals at safe levels and avoid potential illnesses among patrons.
- Maximized customer satisfaction by greeting all pool patrons with courtesy and resolving any issues promptly and with a positive attitude.
- Scrutinized pool area for signs of distress among patrons and instantly moved into action during emergencies to prevent possible injuries or fatalities.
- Warned patrons of unsafe or hazardous weather conditions and suggested alternative activities during closures.
- Prevented falls near and into pool by calmly reminding patrons to exercise caution around edges.

EDUCATION

Mary Baldwin University - Staunton, VA

Bachelor of Arts in Shakespeare And Performing Arts With A Concentration in Film

- GRADUATE- Dec 2020

Afton Christian School - Afton, VA | High School Diploma

2016

- Member of Worship Team.
- Member of Basketball Team.
- Member of Drama Club.
- Elected to President for Student Council in 2015.
- Elected Captain of Basketball Team.

ACCOMPLISHMENTS

- Perfect Attendance all throughout high school.
- President of the Student Council in high school.
- Leader of Worship Team
- Successfully wrote, directed, and edited a music video.
- Graduated from Mary Baldwin University with a Bachelors in Performing Arts and distinction in my field.
- Prevented theft of Merchandise valuing \$500
- Promoted from Level 2 RBT to a Level 3 RBT within a year of being hired.