

Matthew Granger
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Summary

I am a dedicated employee with exceptional oral and written communication skills. I can prioritize and organize tasks. I am punctual in completing assignments and meeting all expectations. I am a detail-oriented worker who can multitask when necessary. My goal is to be a successful part of a team by supporting my employer, employees, and customers.

Skills and Abilities

Skilled in setting up and maintaining databases
Basic computer and printer repair
Experienced user of all Microsoft Office products
Can code using Python and R

Education and Certifications

College of Charleston 2022-2024
Charleston, SC
Trident Tech 2024 - Present
Charleston, SC

WORK EXPERIENCE

Wings for Kids: 2021 - 2022
Wings leader

I volunteered with Wings for Kids and taught Stem, helping the students understand their emotions and their homework. I got over 400 hours of volunteer service. I loved working with the students.

AWARDS

Tallo writing scholarship: 2020

I got a \$1,000 scholarship for writing a story about my life.