**Donovan Hunter**

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**Career Objective:** Obtain a position as a team-player in a people organization, where I can maximize my customer-service experience in a challenging environment to achieve the corporate goal

**­Work Experience\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Convenient Care Home Health February 2019- Present

* Direct Care Provider
	+ Ensure the safety and well-being of the individuals at all times
	+ Provide and assists individuals in activities of daily living (eating, grooming, dressing, bathing & toileting
	+ Maintains privacy and confidentiality (HIPPA) in matters relating to individuals records
	+ Performs other related duties as directed

Giant Eagle November 2019- May 2020

* Cashier
	+ Provide great customer service by greeting customers
	+ Greet customers in a friendly manners throughout the store
	+ Become familiar with products to answer questions and making suggestions
	+ Assist in other areas as assigned

Lake Health October 2018-April 2019

* Dietary Porter
	+ Reviewing a patient's dietary requirements
	+ Preparing and serving meals
	+ Inspecting meal trays to make sure that foods offered are compliant with a patient's diet restrictions
	+ Clean assigned dining areas using appropriate procedures

Towne Park May 2018- January 2019

* Parking Concierge
	+ Able to effectively park and retrieve guest cars without causing damage to the vehicle.
	+ Able to provide guests with information regarding property facilities, amenities, services, hours of operation.
	+ Able to communicate parking procedures to guests/visitors

Cleveland Clinic February 2017- January 2018

* Tray Passer
	+ Prepares and delivers food trays to hospital patients,
	+ Places items, such as eating utensils, napkins, and condiments on trays
	+ Collects and stacks dirty dishes on cart and returns cart to kitchen
	+ Washes dishes and cleans work area, tables, cabinets, and ovens

University Hospital September 2015-January 2017

* Nutrition Services Assistant
	+ Perform daily food service related duties necessary to meet customers/patient feeding deadlines
	+ Maintain a neat, clean and sanitary work area appropriate for food and service ware handling
	+ Use Departmental equipment in a safe, efficient and confident manner
	+ Follow departmental policies related to patient safety

Panera Bread

* Cashier September 2013- September 2015
	+ Handled cash and credit transactions at cash registers
	+ Greeted customers entering establishments
	+ Maintained clean and orderly checkout areas
	+ Answered customers’ questions, and provide information on procedures or policies

Progressive Field February 2013- August 2013

* Cashier
	+ Greeted fans as the enter stadium
	+ Operated cash register
	+ Assisted fans to their destination
	+ Provided customers with answers to any of their questions

McDonalds

* Cashier February 2009-August 2013
	+ Handled cash and credit transactions at cash registers
	+ Maintained a friendly personality with all customers
	+ Assured that each guest is satisfied with our service
	+ Trained new employees

Target August 2006-March 2007

* Cashier
	+ Operated cash register
	+ Educated customers on products and services at Target
	+ Helped customers make best purchase that suit their needs
	+ Investigated and resolves customers’ complaints

**Education­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Glenville High School June 2005
	+ Cleveland, OH

**Skills \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Experience in communicating and collaborating with a diverse group of individuals
* Strong interpersonal communication skills
* Capable of working in a large group and taking on leadership roles
* Ability to set priorities and manage multiple assignments
* Able to work under pressure and complete projects by specific deadlines
* Strong work ethics and self-motivated worker

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Reference Available upon Request