**Donovan Hunter**

2516 East 66th

Cleveland, Oh 44103

216-256-8933

[donovanhunter29@yahoo.com](mailto:donovanhunter@yahoo.com)

**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