

Armando Enrique Dimas Camarena

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(209)-605-0755

QUALIFICATIONS

- Bilingual
- Customer service
- Leadership
- Time management
- Communication written and verbal
- Computer literate
- Attention to detail
- Administration and management
- Organizational
- Inventory control
- POS software
- Service orientation
- Planning and prioritizing
- Time software
- Stand up
- Forklift
- Data entry
- Chainsaw operation
- Pallet jack

EMPLOYMENT HISTORY

Pacific Agri products

Oder Selector

Okdale, Ca

February 2018- May 2018

- Select right product
- Unload and reload trucks
- Operate forklift and stand ups
- Cleaning of Warehouse
- Pallet Jack
- Organize freezer and cooler

Monterey Peninsula College

Lobo Ambassador

Monterey, CA

August 2017- December 2017

- Support and assist in the delivery of outreach services
- Lead campus tours
- Represent MPC during college nights, career fairs, school visits, and other information events
- Assist in the planning and/or implement of special events such as Welcome Day, New Student Orientation, open houses, High school assessment event, transfer day, and commencement
- Meet and greet prospective students, families, alumni, and special guests
- Provide directions, general information, and assistance to visitors, students and staff
- Assist in Foundation fundraising/community relation efforts
- Represent the college at off-campus events as needed
- Provide assistance in the Lobo Ambassador office
- Assist other departments on campus in related outreach activities
- Attend mandatory staff meetings

Pirates Cove

Store Supervisor

Monterey, CA

June 2016- February 2017

- Data Entry

- Lead Meetings
- Problem Resolution
- Opening and Closing Duties
- Money handling

California Conservation Corps **Crew member** **Watsonville, CA**
 September 2015- May 2016

- Fire prevention, cutting grass, trees
- Caltrans work
- Trail making, maintaining, fixing
- Conservation
- Invasive Species Removal
- Salmon Restoration
- Watershed Restoration

Pilot Travel Center **Shift Supervisor** **Salinas, CA**
 March 2013- May 2015

- Communicate problems, complaints, and potential theft and/or safety issues to manager.
- Inventory stock and reorder when inventory drops to a specified level.
- Assign employees to specific duties.
- Receive payment by cash, check, credit cards, vouchers, or automatic debits.
- Process merchandise returns and exchanges.
- Maintain clean and orderly checkout areas and complete other general cleaning duties.
- Sell tickets and other items to customers.
- Greet customers entering establishments.

Taco Bell **Prep Cook** **Salinas, CA**
 February 2013-April 2013

- Maintained sanitation, health, and safety standards in work areas.
- Cleaned food preparation areas, cooking surfaces, and utensils.
- Verified that prepared food met requirements for quality and quantity.
- Took food and drink orders and received payments from customers.
- Measured ingredients required for specific food items being prepared.
- Operated large-volume cooking equipment such as grills, deep-fat fryers, or griddles.
- Placed food servings on plates or trays according to orders or instructions.

EDUCATION

North Salinas High School	Diploma	Salinas, CA
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