

PROFESSIONAL SUMMARY

Throughout my time as a Delivery driver and working as a starter at a golf course I feel these jobs have given me skills I will need moving forward in my professional life. The skills I have gained from these jobs that are the most prominent are the ability to interact with different types of people and deliver what they desire, teamwork through problem solving with coworkers and problem solving.

WORK EXPERIENCE

Glenmaura National Golf Club, Moosic, PA, Jun 2020 - Current

Bag Room/Golf Starter

- Maintained a friendly and approachable demeanor, enhancing Member relations.
- Assisted in setting up and dismantling event equipment for special outings.
- Leveraged interpersonal skills to manage large crowds during peak hours or Tournaments.

Topp Business Solutions, Scranton , PA, Dec 2021 - Mar 2022

Delivery Driver

- Tracked and maintained records for mileage, fuel and delivery instructions.
- Loaded and unloaded vehicles and trucks, delivered packages to customers' businesses.
- Demonstrated reliability and punctuality to meet delivery deadlines and deliver goods on time to customers.
- Gained interpersonal experience through working with coworkers and Customers.

EDUCATION

December 2025

Bachelor of Science

Operations And Information Management

The University of Scranton , Scranton, PA, PA

CONTACT

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SKILLS

- TECHNICAL PROFICIENCY
- EQUIPMENT OPERATION
- CROWD SECURITY
- FLEXIBLE SCHEDULE
- EVENT COORDINATION
- DECISION-MAKING
- SAFETY PROCEDURES
- RELATIONSHIP BUILDING
- SAFETY MONITORING
- CONTINUOUS IMPROVEMENT
- INVENTORY MANAGEMENT
- TEAMWORK AND COLLABORATION
- PROBLEM-SOLVING APTITUDE
- INVENTORY CONTROL
- TEAMWORK
- EMERGENCY PREPAREDNESS
- QUICK DECISION MAKING
- ANALYTICAL THINKING
- CUSTOMER SERVICE
- MICROSOFT EXCEL
- INTERPERSONAL SKILLS
- CUSTOMER ASSISTANCE
- TIME MANAGEMENT ABILITIES
- STRONG WORK ETHIC