

**Paul W. Jean-Mary**  
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3478 Swallow Creek Road, Missoula, MT 59802

## Profile

Self-motivated, personable Janitorial Assistant who performs beyond expectations to keep areas neat and spotless. Quick learner who follows directions precisely and executes tasks with managers and team members efficiently, focusing on safety.

## Key Skills

- Driver's License
- Team player
- Punctual
- Detail-oriented
- French (fluent)

## Education

**Certificate of Applied Science in Culinary Arts, Big Sky Culinary Institute - University of Montana, Missoula, MT**

*Expect to complete in 2021*

**High School Diploma, Big Sky High School, Missoula, MT**

*2019*

## Professional Experience

**Crew Member, Wendy's, Missoula, MT**

*May 2020 - Present*

- Greet walk-in customers immediately and warmly
- Take walk-in customer orders and honoring special requests
- Prepare hot foods, frozen products and desserts to order
- Clean and sanitize public dining tables regularly
- Sweep and mop floors in the dining area, kitchen and bathrooms
- Ensure personal knowledge and compliance of health and safety regulations and encouraging team members to do likewise

**Volunteer, AniMeals No-Kill Animal Shelter, Missoula, MT**

*July 2019 - May 2020*

- Picked up trash throughout the building and outside property
- Washed AniMeals vehicles
- Cleaned kitty condos
- Maintained inside and outside plants
- Helped the recycling manager process collected recyclable items