



JOHN J. DOE

123 Perseverance Avenue ♦ Newfoundland, PA 12345 ♦ 555-555-0000 ♦ jjdoe@gmail.com

PROFILE

A detail-minded professional with exceptional customer service skills. Strong ability to thrive in labor intensive environments. Excellent communication and organizational skills with the ability to interact with supervisors, co-workers, and customers effectively. Talent for quickly meeting project expectations and responsibilities. Versatile carpentry and machine operation skills. Able to maintain a sense of professionalism under pressure.

SKILLS

<ul style="list-style-type: none">♦ Measurement abilities♦ Repertoire of construction/carpentry skills♦ Time management	<ul style="list-style-type: none">♦ Knowledge of air and power tools♦ Follows protocol responsibly♦ Critical thinking skills	<ul style="list-style-type: none">♦ Ability to operate machinery♦ Team oriented♦ Great attention to detail
---	--	--

PROFESSIONAL EXPERIENCE

General Laborer

Key Responsibilities:

- ♦ Helped supervisor manage new hires.
- ♦ Remodeled bathrooms from demolition to completion.
- ♦ Renovated flooring of all types including tile, wood, and laminate.
- ♦ Installed prefabricated cabinets and mounted counter tops.
- ♦ Installed drywall to various buildings and structures.
- ♦ Measured and recorded open spaces and distances to layout areas where construction was performed.
- ♦ Followed safety protocols and maintained a clean work environment.

Paver

Key Responsibilities:

- ♦ Demolished driveways with jack hammer.
- ♦ Cleared and prepared area for new pavement.
- ♦ Layed gravel and spread new asphalt.

Lumberjack/Landscaper

Key Responsibilities:

- ♦ Climbed trees with harness to delimb overgrown trees.
- ♦ Removed and disposed of cut limbs.
- ♦ General ground operations including grass cutting, leaf raking, and hedge trimming.

Store Associate

- ◆ Greeted customers and directed them to desired products.
- ◆ Received and processed payment transactions.
- ◆ Stocked, replenished, and organized inventory with accuracy and efficiency.
- ◆ Sanitized work surfaces, utensils, and prep cook equipment in accordance with safety regulations.
- ◆ Prepped sandwiches for the food warmer.

EMPLOYMENT HISTORY 2003-2009

ABC Construction	General Laborer	2008-2009
123 Landscaping	Lumberjack/Landscaper	2007-2008
Best Paving Company	Paver	2004-2007
Chicken Mountain	Store Associate	2003-2004

EDUCATION

Happy Education School District
Newfoundland, PA
High School Diploma