

Tabitha Chmidling

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I have previously had several occupations', each holding its own experiences and responsibilities. I am a quick learner and enjoy completing my duties to my fullest abilities, no matter the task.

Authorized to work in the US for any employer

Work Experience

Cattery cleaning

ABM Industries, Inc. - Saint Joseph, MO

June 2019 to Present

Providing a clean safe environment in a timely manner. Providing fresh linen and bedding for each of the cats. Watching for any alerting medical needs i.e. blood in the rooms, something being wrong with the feces or urine, any injuries etc. Knowledge of chemicals used to sanitize the rooms during deep cleaning. Keeping up with laundry in a timely manner providing clean linens to each necessary location. Preparing fresh litter pans for each of the rooms for the next day.

Customer Service Representative

Alorica - Saint Joseph, MO

January 2019 to June 2019

Assisting with inbound phone calls regarding debts, coming with solutions to help bring customers to a current status with their payments. In a timely manner, with empathy and confidence in my ability to make every experience the best to resolve all matters.

Level one med-aid

Hillview Nursing and Rehab - Platte City, MO

October 2017 to February 2018

Providing a safe and caring environment for all of our residents, with current knowledge of any medical care needs and changes. Providing the care of every day essentials of bathing, dressing for the day, teeth brushing, house keeping, meal feeding assistance if needed, knowledge of medication each resident was provided and distributed properly and timely. The ability to make daily activities available for our residents to fill there days with enjoyment with assistance provided as needed. Being able to make daily notes of each residents daily activities any medical concerns or changes in behavior or medical needs that may draw concerns for future times if conditions changed and how to report these changes to nurses or other caregivers.

Secretary

Robert's Auto Detailing - Platte City, MO

September 2015 to September 2016

Housekeeper

Quality Inn & Suites - Platte City, MO

April 2015 to August 2015

Responsibilities

Maintain room and lobby cleanliness in a timely manner. Removing all used linens and trash from room replacing with fresh clean towels sheets vacuuming floors and cleaning all sinks bathtubs and mirrors with proper chemicals . fully stocking carts at end of shift to prepare for next days assignments. Folding laundry and filling closets accordingly. Filling all soaps toilet paper coffee tea cleaning rags trash liners and bags. Disposing trash in properly designated area. Placing dirty linnens in laundry. Filling cleaning chemicals fully and in properly marked containers. Mopping lobby and sweeping keeping doors cleared and clean for customers to have a clean and eye appealing entrance and exit.

Accomplishments

I learned time management and how to accompany each guest by different needs or wishes for their convenience and desires.

Skills Used

Knowledge of chemicals and their proper uses time management communications skills via management and customers proper placement via company design proper bed folding trash can placement dusting cleaning procedures

Cashier

Price Chopper - Platte City, MO

October 2011 to April 2015

Responsibilities

Accurately and quickly checking out customers items paying attention to any special details to payment ie wic cupons advertising compliance money management of check for proper items verify identity when necessary knowledge of store and our products.

Accomplishments

Being my first job I learned how to communicate and understand the customers come first. From the smallest request could be the biggest impact on the whole company.

Skills Used

Time management money management communication skills store placement inventory facing shelves item knowledge ad deals advertisement deals that we honored state wic authorization and product state food stamp authorized products

Cashier

Burger King - Platte City, MO

June 2014 to November 2014

Responsibilities

Food preparations cash management communications skills knowledge of menus and changes knowledge of coupons customer service techniques

Accomplishments

During busy rushes and slow period days how to communicate between customers and management providing the best service handling cash and proper restaurant cleanliness while maintaining any side duties designated throughout the shift.

Skills Used

Communications skills money management customer service food handling procedures distribution of product accuracy

Child Care Worker

Kids Quest, Inc. - Kansas City, MO

February 2014 to August 2014

Responsibilities

Child entertainment and care. Food preparations snack distribution. Knowledge of children and safety. Cleanliness of toys and items accessible to children.

Accomplishments

Knowledge of children and safely providing a clean fun safe place for children ages 6 wks to 12 years to come and be properly taken care of and enjoy entertainment safely.

Skills Used

Children's safety skills knowledge of choking hazards sicknesses cpr cleaning procedures for chemicals in children's blankets toys bottles cleaning procedures after diapers changes knowledge of child abuse and procedures of reporting child abuse. Knowledge of colic babies and toddlers calming techniques

Kennel Manager

Main street pet resort - Platte City, MO

May 2012 to August 2013

Responsibilities

Maintain kennel cleanliness feedings and watering preparations of medicine if needed to then distribute as noted following all parental guidelines for food knowledge of items came with dog/cat from collars medicine food toys blankets leashes etc

Accomplishments

Animal care and safety from feedings to medicine distribution. Knowledge of breeds and personal needs providing a safe and loving time may it have been for an hour for a puppy spa day or the new home until their parents came back from deployment. Each animal has their own personality and needs providing a safe playful adventure getting to communicate with each guest and accompanying their parents wishes and desires in every possible aspect of their children's stay

Skills Used

Knowledge of different breeds how to communicate between the animals and their stay with us medicine distribution dietary aid proper discipline proper bathing techniques food distribution upon dietary needs

Cashier

Mcdonalds - Platte City, MO

December 2012 to April 2013

Responsibilities

Prepping the morning station for the breakfast rush serving coffee tea cleaning counters tables drink stations order verification money management time management communications skills knowledge of menus and changes knowledge of coupons customers satisfaction

Accomplishments

Having daily regulars even on the busiest days provided the knowledge of menus and changes accompanying their needs providing a clean speedy accurate experience every possible desire and changes accompanying their order to their convenience.

Skills Used

Time management money management communications skills knowledge of menus and changes knowledge of coupons Customer service techniques food distribution preparations cleaning procedures chemicals knowledge stocking bags wrapping paper/boxes cups kids straws coffee tea juice milk creamer sugar napkins trays whipped cream apples oatmeal etc.

Education

High school or equivalent

Platte County High School

Skills

- Customer service (4 years)
- Basic computer (10+ years)
- Communications (10+ years)
- Money management (4 years)
- Child care safety (10+ years)
- Basic phone operations (10+ years)
- Time management (10+ years)
- Basic math (10+ years)
- Reading and writing (10+ years)
- Kennel Experience
- Animal Care
- Laundry
- Dietary Aide Experience
- Custodial experience

Certifications and Licenses

CPR

March 2016