



DARRELL CURTIS

201 Elizabeth Ave/2293198748/ Curtisdarrell8@gmail.com

EXPERIENCE

In-home caretaker

March 2016-july 2020

- Turned and positioned bedbound patients to prevent bedsores and maintain comfort level
- Ran errands for customers, such as grocery shopping and other essential items
- Made appointments for clients and accompanied them to them
- Took vital signs such as temperature, blood pressure and blood glucose levels
- Laundered items, changed sheets and made the bed to keep the patient bedrooms clean
- Helped patients with their personal needs, such as keeping spaces clean and assisting with grooming

Woodgrain millwork

Production associate

August 2020-june 2022

- Trained new team members on how to properly grade material and **sort** them in boxes and label packages.
- Assisted machine operator, with setup and operation of production equipment, which resulted in efficient runs
- Kept work area clean and neat, made sure work environment adhered to safety protocol
- Was in charge of placing the product on the machine and grading the material
- Operated power tools and hand tools, such as a saw and staple gun, to perform tasks of making boxes for product placement, and cutting up material to make sure material meets certain requirements.

Door dash delivery driver

November 2020-August2021

- Double checked over 10 daily deliveries against shipping instructions before delivering to customers
- Communicated with customers over the phone and in person
- Choose the best route in accordance with delivery instructions to make more efficient deliveries

- Kept track of customers orders
- Loaded customers orders in vehicle in a safe manner to insure no damage to the customer order
- Was in charge of delivering food directly to the customer
- Kept my appearance clean and orderly during my shift

EDUCATION

Albany technical college

Ged

2006

Albany state college west campus

Business Administration

Some college(no degree)

SKILLS

- Team building
- Assembly and production
- Extremely quick learner
- Safety and compliance
- Customer service
- Relationship development
- Operation support
- Assembly line production