

Joseph Garcia

8331 Sands point blvd apt# C-309 Tamarac fl 33321
(407)448-1311 • garciajoseph813@gmail.com

Objective

To obtain employment with a company I can utilize skills and experience towards a long term career

Key Qualifications

- -Secret clearance .
- -Leadership .
- -Staff training/development .
- -Bilingual English/Spanish .
- -Customer Service.
- - Critical thinking .

Work Experience

Larson Cando Inc (Shipping & Receiving Clerk) Sept 2019- present

- Preparing and sorting documents for data entry
- Entering data into database software and checking to ensure the accuracy of the data that has been inputted
- Resolving discrepancies in information and obtaining further information for incomplete documents
- Creating data backups as part of a contingency plan

Constellis (Triple Canopy) Security Officer Aug 2018-sept 2019

- -Oversee and enforced security measures in accordance Triple Canopy/Constellis group policies by providing static installation access control within the Israeli Ministry of Defense, while working in relation by managing security activities for a one- billion dollar assets.
- -Training in drills in categories including, emergency response, active shooter, first responders, and base security actions.

Thorpe Enterprise (security Officer) Sept 2017- feb 2018

- -Patrolling premises regularly to maintain order and establish presence
- -Removing wrongdoers or trespassers from the area

Vsi Logistic Group(appliance Installer) Feb 2018-Aug 2018

- -Observes and tests operation of appliances, such as refrigerators, washers, and dryers, and makes initial installation adjustments accordingly.
- -Advises customers regarding use and care of appliance and provides them with emergency service number.

Allied Universal (security officer) Aug 2016-Aug 2017

- -Observing irregular conditions and activities .
- -Allowing only authorized material in and out of plant.
- -Enforcing company rules and regulations.

Critical Intervention Services (security Officer) Feb 2016- Aug 2016

- -Correcting and reporting illegal activities.
- -Patrolling premises regularly to maintain order and establish presence.

- -Monitoring and authorizing entrance of vehicles or people in the property.

USMC (infantrymen)

Feb 2012- Feb 2016

- -Accountable for more than \$80,000 worth of inventory on a daily basis in a rapidly enhanced environment.
- -Provided counseling and corrective action plans for multiple individuals through formalized disciplinary policies.
- -Assist senior leadership in the development of operational strategies for a dozens of objectives.

Starbucks (barista)

Dec 2010-Jan 2012

Barista

- -Provide customers with product details, such as coffee blend or preparation descriptions.
- -Stock customer service stations with paper products or beverage preparation items.
- -Prepare or serve hot or cold beverages, such as coffee, espresso drinks, blended coffees, or teas.

Education

High School

Sept 2004- Jun 2008

Graphic Communication Arts

- Graduated with a 3.0 GPA.
- Concentration in Law enforcement .

References

- Available upon request.