

Alexus Menendez

Externship

Hartford, CT 06118

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Authorized to work in the US for any employer

Work Experience

Agent Team Member

Escape Lounge - Windsor Locks, CT

September 2019 to Present

Greeter waiter server busser and host. cleaning restrooms making alcoholic and non alcoholic drinks. And sometimes worked chief peeping n baking.

Warehouse Associate

Cabela's Inc. - East Hartford, CT

June 2018 to Present

Im a warehouse associate. I pack, unpack unload trucks, do receiving & stock. I speak with customer when needing help & handle any task throw at me. I was star of the month for my outstanding consistent effort in everything i do since day one.

C&S Warehouse Worker

October 2020 to January 2021

Double Pallet jack driver , building pallets , running as a selector.

Selector/Loader

Aldis distribution center - South Windsor, CT

October 2017 to June 2018

Loader, drove a pallet jack , build pallets with any foods needed for stores.i wrapped loaded pallets. Used a head set that tells me what where n time pallets needed to be done. My picking rate was 195 an hour.

Externship

Kids Care Dental - Hartford, CT

2014 to 2014

Buckland Hills Dental - Manchester, CT SKILLS

- Ensured physician rooms were ready for patient appointments by Bilingual in English and Spanish sterilizing instruments and preparing the examination room for any special procedure that may have been scheduled for the day. Knowledgeable in HIPAA and OSHA
- Facilitated a swift and effective appointment by performing policies and regulations impressions and x-rays.
- Aided with patient flow by taking patient vitals and recording them in Proficient in MS Suite the patient chart.
- Assisted in extractions, crown prep and delivery, composites, Skilled in Dental Charting

amalgams, root canals, and fluoride treatments.

Education

Certification

Fichman Eye Center - Manchester, CT
2016 to 2016

Porter and Chester Institute patient files were neat
2014

treating dry eye

Dry Eye Center

High school diploma or GED

Skills

- Spanish
- English
- HIPAA
- Bartending
- Baking
- OSHA
- Bussing

Assessments

Food Service: Customer Situations — Proficient

June 2020

Ensuring customer satisfaction, prioritizing tasks, and suggesting products in a food service setting
Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Additional Information

CONTACT

A personable, and impactful Administrative Professional dedicated to delivering top quality service. An organized, empathetic, and compassionate worker with attention to detail and excellent time management skills that ensure every task is completed promptly and to the highest standard.