

Michael Brooks

Employee

Contact

Address

Surrey, BC, V3T 1A8

Phone

236-996-8654

E-mail

michaelbrooks452@gmail.com

Skills

Written/Verbal
Communication

Attention to Detail

Quick Learner

Amazing Work Ethic

Can lift up to 50 pounds.

Teamwork and
Collaboration

Decision-Making

Flexible and Adaptable

Critical Thinking

Planning and Coordination

Interpersonal
Communication

Self-Motivated

Organization and Time

Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

Work History

2021-08 -

Juice Filler/Mixer

2022-10

DashVapes, Burnaby, BC

- Made E-Juice orders for Retail and Shipping.
- Refilled Bottles, Caps, Bags and Paper Towels.
- Broke down Boxes, took out Garbage and cleaned Shelves.
- Cleaned Tables, Sweep and Mopped Lab Environment.
- Changed Nicotine and Propylene/Glycerin Bottles, and Poured E-Juices into jugs.
- Cycle counted inventory, and batch changed new dated products.
- Checked incoming orders and organized new stock.
- Used machinery and hand-filling methods to prepare orders.

2019-10 -

Sorter

2020-01

Regional Recycling, Surrey, BC

- Assessed and sorted items into containers or designated areas according to classification, size, and condition.
- Followed company policies and procedures to produce consistent work results.
- Followed safety procedures and used protective gear to prevent injury and maintain safe working environment.
- Operated pallet jacks to move large and heavy items for sorting.
- Recorded and tracked items sorted to confirm accuracy.
- Utilized sorting systems to sort items fast and accurately.

2018-07 -

Prep Cook

2018-10

Cactus Club Cafe, Vancouver, BC

- Washed, peeled, and cut fruits and vegetables in advance to save time on food preparation.
- Portioned food items into bags in equal portions using scale.
- Maintained clean, hygienic kitchen workspace by sweeping, mopping, and taking out trash.
- Operated dishwasher and manually washed dishes to clean all chinaware, silverware, and cooking utensils.
- Received shipments and placed items on proper shelves to restock and organize restaurant pantry.
- Followed strict standards for food handling and safety, minimizing risks to customers.
- Kept kitchen clean and organized by performing daily maintenance tasks.

2016-10 -
2018-01

Sales Associate

Lindt, Tsawwassen, BC

- Solved customer challenges by offering relevant products and services.
- Organized racks and shelves to maintain store visual appeal, engage customers, and promote specific merchandise.
- Maintained calm demeanor and professionally managed issues in busy, high-stress situations.
- Prepared merchandise for sales floor by pricing or tagging.
- Rotated stock and restocked shelves to maintain product availability and store appearance.

Education

2020-01 -
2021-10

High School Diploma

Langley Education Centre - Langley, BC

Interests

Entrepreneurship

Copywriting

Film

Fitness