

Fawn Connell

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Email address: fawn.connell@gmail.com

Skills:

Adaptable and willing

Strong worker in both independent and group situations

Vast professional background

Education:

Addictions and Community Support Worker - Reeves College, 2016 (Edmonton, AB)

Alberta High School Diploma - Strathcona High School, 2014 (Edmonton, Alberta)

Court Transcription - NAIT, present

Alberta Level One Child Care Certificate - present

Experience:

August 2021 - present: Dishwashing lead order picker at Special Event Rentals

July 2021 - August 2021: Lube technician at Sherwood Park Buick GMC

March 2021 - July 2021: Supervisor lube technician at Mr. Lube

October 2017 - March 2021: Lot manager at House of Cars (formerly Pure Drive Auto)

October 2017 - June 2018: Sales service at London Drugs

June 2016 - September 2017: Child care worker at Ben Calf Robe Society

November 2014 - September 2016: Sales consultant at The Body Shop

September 2012 - December 2015: Front End Supervisor at The Grocery People (formerly Sobeys)

May 2011 - November 2012: Crew trainer at McDonald's

Duties:

Special Event Rentals:

Ensure accuracy and quality with outgoing orders

Assist other departments as necessary (eg: linen, decor, customer service)

Clean and prepare inventory for high priority rental orders

Sherwood Park Buick GMC:

Perform oil changes and advise customers of potential vehicular concerns

Perform tire rotations

Assist service advisors with high priority oil changes and other jobs

Transport vehicles to and from the dealership

Mr. Lube:

Ensure accurate documentation of the service performed

Delegation to fellow upper technicians and ensure lower technicians have completed their tasks

Perform "upstairs" maintenance items such as coolant flushes, transmission flushes, filter replacement, on-rim tire swaps

Count the till at open/close and distribute change as necessary

House of Cars/Pure Driver Auto:

Delegating tasks to the detailer and assisting in organizing the lot
Ensuring inventory is accurate
Auditing vehicles' online advertisements
Maintaining a stock folder for each vehicle in the inventory with pertinent information
Informing the service manager of vehicular needs
Errands on behalf of coworkers and supervisors (including but not limited to going to the registry, picking up automotive parts, dropping off vehicles at various repair shops, gas station runs, detailing vehicles, cleaning the shop/organizing the lot)
Shuttling customers to and from the dealership

London Drugs:

Overnight stock/merchandising for the 2017 holiday season
Gathering all cash registers' floats and safe deposit boxes at the end of the night
Counting the safe and distributing change to cashiers as necessary
Counting the lottery tickets and selling them according to AGLC's standards

Ben Calf Robe Society:

Tending to clients' basic needs (eg: daily hygiene, making bottles, medication, meal preparation)
Documentation (daily case notes, incident reports, file upkeep)
Provide one-to-one care as necessary for children with special needs
Transportation to and from school, appointments, family visits, recreational events etc.
Ensuring clients have adequate access to cultural, social, and psychological resources
Household cleaning duties
Routine safety checks based on clients' needs during naptime/bedtime

Other qualifications:

Cat volunteer at AARCS animal shelter January 2021-present
Volunteered in a long-term care facility for adults in Rivière-du-Loup, QC (summer 2014)
Volunteered at Boys and Girls Club with youth (2012-2018)

References:

Dave Lall, former colleague at Sherwood Park GMC: 780-298-3244
Dallas Sharp, former dispatch supervisor at Special Event Rentals: 780-722-1799
Shelley Clark-Klym, cat volunteer lead at AARCS: 780-887-1306