

Daatrial Mackins

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OBJECTIVE

A motivated and detailed oriented individual seeking an entry level position to enhance skill sets and to provide solutions for business desired outcomes. Additionally, to bring my strong sense of dedication, enthusiasm, and responsibility to team atmosphere which allows for individual's innovative and idealistic approach in solving marketplace challenges.

EXPERIENCE

Seeking opportunities to build job related experiences in the workforce.

Woodstone Village Apartments

Waukegan, Illinois

July 2020

- ▶ Housekeeping and Front Desk Assistance

EDUCATION

Pursuing General Educational Development (GED) through *Employee Connections, Inc.*

SKILLS

- Familiar with Microsoft Word and Excel
- Customer Facing Skills
- Time Management
- Organizational Skills
- Problem-Solving
- Active Listening

CERTIFICATES, CERTIFICATIONS and AWARDS

Illinois WorkNet

State of Illinois

July 2020

- Received State of Illinois Certificate for Career Advancement

Employee Connections, Inc., NFP

Waukegan, Illinois

July 2020

- Social Media Etiquette Certificate
- Interpersonal Communication Certificate
- Conflict Resolution Certificate
- Diversity & Inclusion Certificate

REFERENCES

References are available upon request.