Martin Lopez

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OBJECTIVE

To obtain a position in order to build a long-term career with opportunities for career growth in a team environment. Also, to work within an environment to demonstrate creative abilities to help solve business challenges.

EXPERIENCE

Seeking opportunities to build job related experiences in the workforce.

Cool Ministries Food Pantry — Waukegan, Illinois — *February 2020 – May 2020*

- Customer Support, Housekeeping, and Clerical Services and Assistance.

EDUCATION

Waukegan High School Graduated — *June 2018*

- Currently, pursuing post-secondary education considering College of Lake County.

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* — *May 2020*

- Received State of Illinois Certificate for Career Advancement

Employee Connections, Inc., NFP — *Waukegan, Illinois* — *May 2020*

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

REFERENCES

References are available upon request.