

Roger Jones
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Atlanta, GA 30309

Phone: 702-357-0742

Objective: To best utilize my talents and skills for a high growth company

Employment History:

Nov 2018-Present: Estate Manager Woods Inc, Atlanta, GA

- Oversaw Vendor construction and repair Projects ensuring quality performance
- Maintained house financial payments, computer systems and daily operations
- Determined maintenance issues and bid formats to recommend solutions/vendors

Sept-Nov 2017-2018 Store Manager Peloton Labs Inc., Marietta, GA

- Managed, Trained, and Scheduled 15 employees.
- Oversaw customer inquiries, store merchandise shipments, and incoming deliveries.
- Supported owner by building relationships/Marketing with local businesses.

Jan 2016-Jan 2017 Department Manager XYZ Cabinets. Lilburn GA

- Oversaw and supported custom cabinetry shop production projects
- Responsible for training in Sander/Finisher Department.
- Insured excellent customer inquiries, ordering, signing, delivering and receiving.

Nov 2014-Oct 2015 Custom Cabinet Builder Rood LLC, Ringgold, GA

- Served as a Custom Cabinetry Builder working 60-hour weeks in a production shop.
- Responsible for project deadlines.
- Received a CEO Citation for problem-solving skills and ability.

Mar 2012- Oct 2014 High School Part-Time Jobs Canton, GA

Kroger stocking shelves, Logan's Roadhouse-cook, Toyota-assembly line worker

Education/Skills/Accomplishments: Herzing University: B.S. International Business (2008 - Present)/ Experience in Microsoft Word, Excel, and Access (database application)/Honorary Page for the House of Representatives at the Georgia capital building (1998); Volunteered for Habitat For Humanity, Dalton, GA (2007) and The Homeless Kitchen Chattanooga, TN (2006)