

## Christopher W. Coon

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### Objective

To obtain a position at a respectable place of employment, to further my abilities and experience. All while assisting the company in it's growth.

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### Education

August, 2018-Present

- Folsom Lake College, Sacramento, CA, Major: Computer Science
  - Intermediate level in Python, C++
  - Beginner level in JavaScript

July, 2016

- TESOL Certified (Teachers of English to Speakers of Other Languages)

### Skills

- Computer Skills: Keyboarding (70 WPM), Macintosh, Windows XP, Microsoft Office, Excel, Access, Outlook, and PowerPoint proficiency
- Organization Skills: Alphabetical, color, numerical
- Technical Skills: Highly motivated, well acquainted with conflict resolution and problem solving, excellent communication and customer service, fast learner, ability to maintain confidentiality

### Languages

- English– native and fluent
  - Haitian Creole– fluent
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### Work Experience

#### Hyatt Place Gallery Host, Rancho Cordova, CA

August 2018–Present

- Acted as a professional customer support liaison who was the first method of contact for guests at the hotel and aided in maximizing visitor experience. When not in direct contact with hotel guest or solving conflict, I utilized my cross training experience in food service, management, and maintenance to increase my value in the company and to better the experiences of guests. Provided bookkeeping services and other financial assistance to clients.

#### iTutorGroup Online English Teacher, International

January 2017–March 2018

- Actively engaging with diverse groups of students online, universally with different multicultural backgrounds, ages, abilities, and religions. Provided detailed verbal instructions, explanations and performed basic teaching activities to encourage participation. Facilitate learning lessons and provide ample assistance to students.

#### Advantage Solutions Data Collector, Sacramento, CA

November 2017–February 2018

- Managing and processing new product inquiries, conducting data research for product displays, and acting as a primary liaison between large scale grocers and the Advantage Solutions Company. Processed over 5,000 products per month for a large scale organization. Developed and documented new and exciting displays for different products and companies.
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### Involvement/Activities

- July 2010-February 2017: Assisted in constructing and repairing homes for those affected by natural disasters in Dominican Republic and Haiti. Taught elderly and underprivileged folks in Dominican Republic their native literacy.
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### References

References are available upon request.