

Brandy Smith

Milledgeville, GA 31061

brad04brandy@gmail.com

+1 478 457 6837

#readytowork

Authorized to work in the US for any employer

Work Experience

Security Officer

Dynamic Security, Inc. - Milledgeville, GA

July 2020 to Present

Patrol area

Complete incident reports as needed

Dispatch

Secure Buildings as needed

Complete visual and security checks

Remove trespassers

Customer Service/Cashier

Piggly Wiggly

June 2015 to Present

Office management

Register skills

Western union

Cash deposits

Customer service

Check cashing

Solving customer complaints

End cap setup

Stock

Inventory

Server/Assistant Store Manager

Huddle house - Gray, GA

September 2017 to February 2020

Wait tables

Cook

Brand standard training

Managing employees

Hiring employees

Scheduling

Resolving customer complaints

Cash register

Unloading truck order
Customer service

Store Manager

Golden Pantry - Greensboro, GA

- Provided store management and scheduling
- Opened and closed the store at end of day and truck orders
- Handled customer inquiries and complaints
- Monitored and ordered supplies
- Regularly supervised a crew of 15
- Trained, developed, and managed store employees
- Developed a productive team environment
- Completed performance reviews
- Processed employees time cards

Education

High school or equivalent

Skills

- Customer Service
- Food Service
- Crew Member
- Cashiering
- Management
- Supervising Experience
- Team Management
- Cleaning Experience
- Payroll
- Store Management Experience
- Merchandising
- POS
- Office Management
- Assistant Manager Experience
- Upselling
- Planograms
- Inventory Control
- Sales
- Retail Sales
- Typing
- Cash Handling
- Security

- Pricing
- Loss Prevention
- Time Management
- Surveillance
- CPR
- First aid

Certifications and Licenses

Security Officer

Present

CPR/First Aid Certification/ AED

2022 to May 2024

Structural Fire Control

Present

Vehicle Extrication

Present

National Incident Management System

Present

Firefighter I

Present

Vehicle Operation and Safety

Present

Hazmat Awareness

Present

Hazmat Operations

Present

Emergency Medical Responder

Present

Firefighter II

Present

Assessments

Work style: Reliability — Proficient

September 2021

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Proficient](#)

Manufacturing fit — Proficient

August 2021

Measures the traits that are important for success in manufacturing roles

Full results: [Proficient](#)

Project timeline management — Proficient

August 2021

Prioritizing and allocating time to effectively achieve project deliverables

Full results: [Proficient](#)

Security guard skills — Proficient

December 2021

Assessing risks, enforcing security standards, and handling complaints

Full results: [Proficient](#)

Administrative assistant/receptionist — Proficient

May 2022

Using basic scheduling and organizational skills in an office setting

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.