

# Tavares Ortiz

## Entry-Level Construction

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Boston, MA

[LinkedIn](#)

*Excited about the possibility of utilizing my equipment knowledge, safety skills, and strategic financial skills as a construction worker. I've used these skills to help develop a local restaurant and now am seeking to apply them to a construction business like Boston Builds.*

### WORK EXPERIENCE

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#### Tolecia - Server

2019 - current

Boston, MA

- Used power tools and related equipment to perform routine maintenance on the building and in the kitchen, saving \$600+ per month in labor
- Maintained robust knowledge of 26 menu items, including ingredients to ensure dietary restrictions were met, and aided customer menu selection to meet nutritional needs
- Exceeded weekly sales targets by 11% by suggesting appetizers, drinks, and entrees with high-profit margins, while basing suggestions on customer tastes
- Coached new servers to improve the customer experience through personalized suggestions of high-margin dishes, leading to a sales increase of 16% and 11+ positive Yelp reviews
- Collaborated with all staff, helping bartenders, runners, and bussers, fostering a team-oriented environment, and reducing staff turnover rate by 27%
- Provided thoughtful customer service while working to ensure 0 reservations waited for over 6 minutes for seating
- Memorized menu specials, including country of origin for dishes, region of origin for ingredients, seasonality of ingredients, and cooking preparation to assist guests

#### Pet Supply - Retail Associate

2017 - 2019

Boston, MA

- Restructured membership cancellation process, detailing membership features and reducing cancellation rates by 6%
- Promoted the customer rewards program by explaining benefits and discounts, resulting in a 12% increase in customer sign-ups and a 6% increase in repeat customer visits
- Recognized as an Employee of the Month 3 times for superior customer survey responses

### EDUCATION

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#### Fenway High School - High school diploma

2013 - 2017

Boston, MA

### SKILLS

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Commercial Construction; Restoration; Equipment Maintenance; Tiling; Reliable; Power Tools

# Sample Entry Level Worker Basic Skills Test

**Xiaolong Qi**



## **Sample Entry Level Worker Basic Skills Test:**

The Top Books of the Year Sample Entry Level Worker Basic Skills Test The year 2023 has witnessed a remarkable surge in literary brilliance, with numerous engrossing novels captivating the hearts of readers worldwide. Lets delve into the realm of popular books, exploring the fascinating narratives that have enthralled audiences this year. Sample Entry Level Worker Basic Skills Test : Colleen Hoover's "It Ends with Us" This poignant tale of love, loss, and resilience has captivated readers with its raw and emotional exploration of domestic abuse. Hoover expertly weaves a story of hope and healing, reminding us that even in the darkest of times, the human spirit can prevail. Sample Entry Level Worker Basic Skills Test : Taylor Jenkins Reid's "The Seven Husbands of Evelyn Hugo" This captivating historical fiction novel unravels the life of Evelyn Hugo, a Hollywood icon who defies expectations and societal norms to pursue her dreams. Reid's absorbing storytelling and compelling characters transport readers to a bygone era, immersing them in a world of glamour, ambition, and self-discovery. Sample Entry Level Worker Basic Skills Test : Delia Owens' "Where the Crawdads Sing" This captivating coming-of-age story follows Kya Clark, a young woman who grows up alone in the marshes of North Carolina. Owens weaves a tale of resilience, survival, and the transformative power of nature, captivating readers with its evocative prose and mesmerizing setting. These top-selling novels represent just a fraction of the literary treasures that have emerged in 2023. Whether you seek tales of romance, adventure, or personal growth, the world of literature offers an abundance of captivating stories waiting to be discovered. The novel begins with Richard Papen, a bright but troubled young man, arriving at Hampden College. Richard is immediately drawn to the group of students who call themselves the Classics Club. The club is led by Henry Winter, a brilliant and charismatic young man. Henry is obsessed with Greek mythology and philosophy, and he quickly draws Richard into his world. The other members of the Classics Club are equally as fascinating. Bunny Corcoran is a wealthy and spoiled young man who is always looking for a good time. Charles Tavis is a quiet and reserved young man who is deeply in love with Henry. Camilla Macaulay is a beautiful and intelligent young woman who is drawn to the power and danger of the Classics Club. The students are all deeply in love with Morrow, and they are willing to do anything to please him. Morrow is a complex and mysterious figure, and he seems to be manipulating the students for his own purposes. As the students become more involved with Morrow, they begin to commit increasingly dangerous acts. The Secret History is a brilliant and thrilling novel that will keep you speculating until the very end. The novel is a warning tale about the dangers of obsession and the power of evil.

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