

Larry Sanders

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Work Experience

Lead Reservations Agent (supervisor)/Pilot Scheduling

Alaska Airlines - Kent, WA

May 2017 to Present

Booked flights

Assisted coworkers with issues

Made exceptions

Handled customer escalation calls.

Supervisory tasks

Scheduled pilots

Followed FAA regulations for pilot scheduling

Handled pilot sick calls

Filing

Repair Agent

Comcast - Lynnwood, WA

April 2016 to May 2017

Provided technical support

Upgraded cable packages

Scheduled technician visits

Alarm Dispatch Operator

Washington Alarm - Seattle, WA

June 2014 to March 2016

Dispatch on alarms.

Contact designated POC on business and residential alarms.

Education

High school diploma

North Thurston High School - Lacey, WA

September 2004 to June 2007

Skills

- Travel planning
- Upselling

- Guest Services
- Technical Support
- Phone Etiquette
- Typing
- Schedule management (1 year)
- Transportation planning
- Logistics

Assessments

Administrative assistant/receptionist — Proficient

April 2022

Using basic scheduling and organizational skills in an office setting

Full results: [Proficient](#)

Retail customer service — Proficient

April 2022

Responding to customer situations in a retail setting

Full results: [Proficient](#)

Work style: Reliability — Highly Proficient

April 2022

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

Full results: [Highly Proficient](#)

Work style: Reliability — Highly Proficient

April 2022

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

Full results: [Highly Proficient](#)

Work motivation — Highly Proficient

April 2022

Level of motivation and discipline applied toward work

Full results: [Highly Proficient](#)

Sales skills — Proficient

April 2022

Influencing and negotiating with customers

Full results: [Proficient](#)

Work style: Conscientiousness — Proficient

April 2022

Tendency to be well-organized, rule-abiding, and hard-working

Full results: [Proficient](#)

Work motivation — Highly Proficient

April 2022

Level of motivation and discipline applied toward work

Full results: [Highly Proficient](#)

Advanced attention to detail — Proficient

May 2022

Identifying differences in materials, following instructions, and detecting details among distracting information

Full results: [Proficient](#)

Delivery driver — Expert

May 2022

Interpreting instructions or signs and solving problems

Full results: [Expert](#)

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