

# Jay Clark

## Professional Summary

Hardworking [Job Title] focused on completing work quickly to consistently exceed targets. Reliable team member accustomed to taking on challenging tasks. Dedicated to business success.

Organized [Job Title] bringing strengths in handling work independently and solving routine problems without oversight. Offers expertise in [Task] and [Task] and ability to quickly learn new processes.

## Experience

### **Customer Service Representative, Uhaul international**

Jun 2017 - Oct 2020, Olympia , Wa USA

- Implemented best practices in fostering exceptional customer care support and satisfying customers.
- Acted as company ambassador, professionally delivering high level of service and high-quality support to every customer.
- Exceeded requirements in providing products and services to customers at all times.
- Generated reports, correspondence, and documentation for internal and customer use.
- Assisted associates with problem resolutions.
- Addressed customer concerns and complaints, resolving issues quickly and efficiently.
- Researched assistance requested and offered accurate information to resolve issues and respond to inquiries.

### **Danger tree faller, Self employed**

Oct 2014 - Jun 2017, Olympia , Wa USA

- Evaluated tree size, growth, and level of disease to determine how best to remove from customers' properties.
- Completed safe work without delay to consistently satisfy tree cutting demands.
- Operated hand-held and boom-arm chainsaws to remove limbs.
- Raked leaves and swept away debris to

## Contact

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USA

## Skills

Product knowledge  
Team development  
Order processing  
Data entry  
Client communication  
Problem resolution  
Customer service  
Customer consulting  
Account updating  
Complaint documentation  
Brand representation  
Conflict resolution

- leave clients with clean sites.
- Sprayed or brushed on hand-spraying equipment to prevent further growth.
- Tagged unsafe trees with high-visibility ribbons.
- Worked with power tools and heavy equipment for effective tree removal.
- Evaluated factors such as terrain and weather conditions to plan safe, efficient work.

### **Laborer, Jack Winn forestry**

Apr 2007 - Oct 2014, Tumwater , Wa

- Followed instruction for assigned tasks from foreperson and lead teams in performing new phases of the work.
- Loaded and unpacked construction supplies and distributed them to appropriate locations.
- Ensured proper operation of tools and equipment at the site following safety requirements.
- Built forms for concrete pour and assisted carpenters with rough carpentry tasks.
- Cleared construction sites of brush and trees and prepared sites using heavy equipment by excavating and backfilling where required.
- Communicate with site supervisors and team members to complete project objectives on schedule.
- Measured, marked and documented distances at site locations to prepare job sites.
- Participated in seminars and additional training to expand knowledge and skills.
- Managed daily tasks consistently and sought out opportunities to go beyond requirements and support business targets.

### **Fiberglass Technician, Lasco corp**

Sep 2005 - Apr 2007, Yelm, Wa

- Set up molds for vacuum production and bagging.
- Used fiberglass fabrication expertise to create high-quality [Type] products.
- Worked with bondo glass, lightweight epoxies, and other finishing systems to meet specifications.
- Wore proper equipment and followed standards to maintain optimal production

- safety.
- Inspected and identified gelcoat imperfections affecting fiberglass quality.
- Identified and removed air pockets from fiberglass laminate.
- Operated power tools to build framing, install mold hardware, and trim excess materials.
- Prepared mold surfaces with lacquers and wax to aid in removal of laminated parts.
- Cured materials at room temperature or in heating equipment.
- Examined and cleaned molds prior to beginning projects.
- Repaired and modified glass-fiber parts, focusing on thicknesses, densities, and contours.
- Smoothed wrinkles and air bubbles from layers of saturated fiberglass mat or cloth.
- Inspected completed work to evaluate quality and conformance to specifications.
- Utilized downtime to perform routine tasks, preventing service delays.

### **Fiberglass , Amtech inc**

May 1998 - Aug 2005, Yelm, Wa

- Wore proper equipment and followed standards to maintain optimal production safety.
- Worked with bondo glass, lightweight epoxies, and other finishing systems to meet specifications.
- Set up molds for vacuum production and bagging.
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- Inspected completed work to evaluate quality and conformance to specifications.
- Examined and cleaned molds prior to beginning projects.
- Applied chopped fiberglass, resins, and catalysts onto prepared molds or dies.
- Used resin-saturated fiberglass to adhere wood reinforcement strips to decks and cabin structures.
- Completed all assigned tasks prior to shift end.

## Education

Tumwater high , Tumwater , Wa  
High School Diploma, General