Johnathan A. Doe Jr.

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Career Objective and Other Stuff

Looking for a job that pays well and is close to home. Ideally in something I like doing, but open to suggestions if the pay is right. I also like working with people sometimes, but not all the time, depending on the mood and the day. I'm interested in growth, but also stability, and maybe travel if the location is interesting.

Work Experience and Odd Jobs

Cashier / Shelf Stocker - Corner Store (2019 - 2021)
Mainly worked the cash register. Sometimes stocked shelves, cleaned spills, chatted with regulars, and occasionally helped with inventory if the manager asked. Learned how to balance the till, though not always perfectly. Sometimes closed the store alone, but usually with someone else.

Intern / Assistant - Small Office Co. (2018 - 2019)
Did filing, answered phones, typed things into Excel, sometimes Word. Made coffee a lot. Once helped set up a PowerPoint for the boss's meeting, but it froze halfway through. Was told I had potential but needed more focus. Helped move boxes to the storage room when not busy.

Dog Walker - Self-employed (2016 - 2018)
Walked various dogs around the neighborhood, mostly for neighbors. Learned a lot about different dog personalities. Once had to chase a runaway beagle for 20 minutes. Sometimes fed the pets if owners were away.

Education & Courses & Random Learning

Springfield High School — Diploma (2017)
Took extra classes in typing and photography, but didn't complete the photography project. Attended a weekend seminar on 'Business Basics' at the local library. Participated in a first-aid workshop once, but never got the certification card because it was lost.

Skills & Things I'm Kinda Good At

• Microsoft Word (basic tables, typing letters) • Microsoft Excel (can add numbers, not great with formulas) • Social media posting (Facebook, Instagram, sometimes Twitter) • Talking to people when in the right mood • Making coffee in different styles • Lifting boxes up to about 40 lbs • Basic cleaning and organizing • Remembering faces but not always names

Extra Information That Might Be Important But Probably Not

I live close to downtown, so commuting is easy for me. I can start early mornings or work late nights if given notice. I like music and sometimes play guitar, but not professionally. Have a reliable bike for transportation if needed. I once won a local raffle for a free pizza. Good at remembering random trivia.