

Anatolii Davydenko

Customer-oriented employee with excellent interpersonal and communication skills focused on guest and worker satisfaction.

Personal Info

Address
1777 Ocean Pkwy, 511
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11223

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Skills

- Verbal and written communication
- Document control
- Hardware and Software maintenance

Languages

English
Russian

Work History

2016-09 - Current	IT Assistant <i>OMROSE, LLC, Brooklyn, New York</i> <ul style="list-style-type: none">• Sorted, opened and routed incoming correspondence and deliveries to help senior leaders respond quickly to business and customer requirements.• Attended to office operations and required paperwork.• Greeted guests in with friendliness and professionalism.• Took care of small software and hardware complaints.• Maintained office computers part time.
2014-06 - 2018-02	Waiter <i>Fontana De Trevi, Brooklyn, New York</i> <ul style="list-style-type: none">• Stored food in designated containers and storage areas to increase shelf life and prevent spoilage.• Used correct cleaning, sanitizing and food handling procedures to maintain optimal protections for customers.• Kept server areas clean and stocked during service hours to increase efficiency while serving tables.• Maintained table settings by removing courses, replacing utensils and refilling beverages promptly and courteously.• Inspected, pulled and stacked cleaned items and sent soiled items back for re-scrubbing and re-washing.

Education

2020	Bachelor of Science: Computer Science And Programming <i>New York City College of Technology of The City University of New York, Brooklyn, NY</i> <ul style="list-style-type: none">• Minored in Graphic Advertising and Design
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Card Game Event Organizer and Overseer

Establishing/bolstering the community.
Oversight and management of 8 - 16 person events.
Adapting to frequently changing parameters/guidelines and ensuring consistency in processes.
Working with little to no outside guidance.
Mediation of conflict between event attendees.