

MORGAN BERNARD

Indiana, PA

morganbernard00@gmail.com

#readytowork

Authorized to work in the US for any employer



WORK EXPERIENCE

Caregiver/Personal Assistant

HOME CARE ADVANTAGE - Indiana, PA

November 2017 to Present

As a Caregiver I am expected to do laundry, shop, clean around my clients houses, help them shower and dress, do dishes, and anything else that my client may need me to do.

Crew Member/Cashier

Dairy Queen - Indiana, PA

May 2017 to December 2018

While employed at Dairy Queen I was expected to assist customers as they came in, make their orders, work the grill station as well as the frozen station, re-stock ingredients and anything else that was needed, clean when I could and after closing, work the drive-thru, and make the novelty treats sold in-store.

- Welcomed all customers
- Took customer orders
- Ran the cash register
- Responsible for answering the phone
- Prepared food items and orders
- Cleared tables
- Kept the store clean
- Provided exceptional customer service

Insider

Papa John's - Indiana, PA

September 2015 to October 2016

While employed at Papa John's I was expected to answer the phones, work the oven, work on making the pizzas themselves, handle customers as they came in, re-stock the ingredients and other items, and clean when I could.



EDUCATION

None in Criminology

Indiana University of Pennsylvania-Main Campus - Indiana, PA

August 2018 to Present

High school or equivalent

Indiana Area Shs - Indiana, PA

August 2014 to May 2018



SKILLS

- Care Giver
- Home Health
- Customer Service
- Personal Care
- Microsoft Word
- Microsoft Powerpoint
- Assisted Living
- Spanish (5 years)
- Personal Assistant Experience
- Residential Cleaning
- Food Preparation
- Home Care
- Food Preparation
- Home Care
- Laundry
- Residential Cleaning
- Cooking
- Senior Care
- Dementia Care



GROUPS

Missionary

January 2015 to Present

I have been a Missionary with Grace United Methodist Church for 4 years. I have accompanied our Mission Teams on 8 mission trips to Philadelphia, Tennessee, and Mexico.



ADDITIONAL INFORMATION

References:

Jennifer Visnesky (Aunt): 724-840-1953

Michael Altman (Former Employer): 724-840-6844

Ashley Rearick (Fellow Missionary): 724-549-4490