

KYLE MOORE

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 (631)538-9418

 Holbrook, NY 11741

 [Bold Profile](#)

PROFESSIONAL SUMMARY

Dedicated and motivated Exercise Science student minoring in Psychology with a passion for pursuing a career in occupational therapy. Strong foundation of skills required in the professional setting from customer service experience.

EDUCATION

SUNY College At Cortland

Cortland, NY • Expected in 05/2025

Bachelor of Science: Exercise Science

- Dean's List Fall 2021, Fall 2022, Spring 2023
- Cortland Men's Club Volleyball Member
- Cortland Special Olympics Club Member

SKILLS

Microsoft Word

Microsoft PowerPoint

Microsoft Excel

Decision-Making

SOFT SKILLS

- Organization
- Customer Service
- Willing to Learn
- Time Management

WEBSITES, PORTFOLIOS, PROFILES

- <https://www.youtube.com/@KMooreEXS225-nh1ri>
- <https://kyleemoore3.weebly.com/>

WORK HISTORY

Mangiarno Restaurant - Delivery Driver

600 Portion Rd, Lake Ronkonkoma, NY 11779 • 06/2023 - 08/2023

- Formed relationships with repeat customers by ensuring timely and accurate deliveries of products through friendly communication and service.
- Increased repeat business through considerate and pleasant-mannered customer service ensuring to find a resolution of any issues or concerns.
- Managed multiple tasks simultaneously, such as loading and unloading the vehicle, and doing up to four deliveries at once.
- Obeyed traffic laws maintaining a clean driving record

Giunta's Meat Farms - Grocery Stocker

328 Union Ave, Holbrook, NY 11741 • 05/2022 - 08/2022

- Improved store organization by stocking shelves and maintaining clean aisles.
- Enhanced customer satisfaction by providing assistance with locating items and answering questions.
- Checked for outdated and overripe grocery items and removed from inventory.
- Assisted in training new employees on proper stocking techniques, enhancing overall store performance.