**JALEN TAPER**

19401 Christanna Hwy Lawrenceville, VA 23868

(434) 378-6159 Jalen.Taper@live.longwood.edu

­­­­­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EDUCATION**

**Longwood University** Farmville, VA Seeking a BS Degree In Health and Physical Education Expected Graduation: May 2020

**Brunswick High School**  Lawrenceville, VA

High School Diploma June 2016

**Southside Virginia Community College** Alberta, VA

Advanced Certificate in Engineering May 2016

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PROFESSIONAL EXPERIENCE**

FOOD SERVICE REPRESENTATIVE

*Longwood University August 2016-May 2017*

* Communicated customer concerns, needs, and equipment malfunctions to management staff. Prepared food and beverages.
* Restocked food and beverage items.
* Maintained a clean and sanitary work area.
* Worked independently and with other staff.
* Responsible for opening and closing assigned service/work area.
* Followed written and verbal instructions with minimal direction.

FOOD HANDLER/CASHIER

*Hardees August 2015-July 2016*

* Maintained sanitation, health, and safety standards in work areas.
* Cleaned food preparation areas, cooking surfaces, and utensils.
* Operated large-volume cooking equipment such as grills, deep-fat fryers, or griddles.
* Verified that prepared food meets requirements for quality and quantity.
* Accepted food and drink orders and received payment from customers. Read food order slips or receive verbal instructions as to food required by patron, and prepare and cook food according to instructions.
* Wash, cut, and prepare foods designated for cooking.
* Measured ingredients required for specific food items being prepared.
* Cooked and packaged batches of food, such as hamburgers and fried chicken, which are prepared to order or kept warm until sold.

SOUND/MEDIA TECHNICIAN

*Tabernacle of Zion Church September 2011-Present*

* Operated, maintained, produced, and troubleshoot audio-visual equipment and materials.
* Oversee the use of various media equipment, including video, film, photographic and audio equipment.
* Operated highly technical or complex equipment, such as multi-media and computer projection equipment.
* Troubleshoot and performed minor maintenance on equipment and systems.

YOUTH COACH/MENTOR

*Brunswick Youth Basketball League June 2010-Present*

* Coached an assigned group of children and focused on skill development, safety, fair play, sportsmanship and fun.
* Worked to establish and improve team unity and spirit. Ensured equal playing time for all players, regardless the score

­­­­­­­­­­­­­­ **CERTIFICATIONS**

* Career Studies Certificate in Advance Manufacturing Technology
* Career Studies Certificate in High Performance Technology
* Career Readiness Certificate
* OSHA 10
* NCCER Core (basic safety, intro to construction math, intro to hand tools, intro to power tools, intro to construction drawings, basic communication skills, basic employability skills, and intro to material handling.

References made available upon request