

# Ryan Bruce

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Authorized to work in the US for any employer

## Work Experience

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### **E-Commerce Clerk**

Fred Meyer-Spokane, WA

2021 to August 2024

Worked in the pickup department, shopping online orders and delivering them to the customer's car.

Trained multiple new coworkers, was trusted to cover PIC shifts in case of emergency, handled paperwork, and handled various deep cleaning tasks.

Received multiple 'perfect shop' awards.

### **Laundry Worker**

Quality Inn and Suites-Spokane, WA

April 2021 to August 2021

Was the only dedicated Laundry person at the Quality inn from April to August, when the owners sold the building.

Was in charge of sorting, washing, and folding all the linens for the building, as well as keeping the basement clean and organized.

### **Volunteer Aide**

St. Luke's-Spokane, WA

June 2017 to February 2019

Organizing and cleaning equipment, patient discharge papers and audits, assisting therapists and patients, and collating, filing, and organizing paperwork.

### **Baby Sitter**

self employeed-Spokane, WA

2013 to 2019

Watched over children (ages 1-11) of several neighbors and family friends. Cooked, cleaned and kept the children entertained while following the rules and directions given by their parents.

### **Youth Camp Leader**

LDS church-Spokane, WA

July 2015 to 2016

Helped to plan activities for several hundred kids. Lead small classes on first aid, fire starting and safety, plant identification, and knot-tying. Was in charge of a group of 20+ kids; my duties included counseling, advising, comforting, and providing any needed assistance.

### **Youth Group Secretary**

LDS church-Spokane, WA

2013 to 2013

Worked as a secretary for my church's youth group for a year. Was required to keep track of attendance, take notes during meetings, and keep records.

## Education

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### **High school diploma**

East Valley Parent Partnership - Spokane Valley, WA

August 2016 to June 2017

## Skills

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- Multitasking
- Following directions
- Repetitive tasks
- Organization
- Writing and editing
- Filing and paperwork
- Working with others
- Self-motivation
- Cleaning
- Problem resolution
- Positive attitude
- Pet care
- Manners and respect
- Communication with difficult people
- Learning new skills
- Animal Care
- Childcare
- Pet Sitting
- Babysitting
- Microsoft Word
- Google Docs
- gardening
- Cooking
- Time Management
- Laundry
- E-Commerce
- Customer service (4 years)

## Certifications and Licenses

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### **Adult and Pediatric First Aid/CPR/AED**

May 2019 to May 2021

### **Food Handler Certification**

## Assessments

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### **Work style: Reliability — Proficient**

September 2021

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Proficient](#)

### **Building relationships for childcare providers — Proficient**

March 2021

Building positive and productive relationships with families of children ages 0-3

Full results: [Proficient](#)

### **Early childhood development — Proficient**

August 2021

Knowledge of the development of children ages 0-3 and of ways to foster that development

Full results: [Proficient](#)

### **Work motivation — Completed**

October 2020

Level of motivation and discipline applied toward work

Full results: [Completed](#)

### **Administrative support professional fit — Completed**

March 2021

Measures the traits that are important for successful administrative support professionals

Full results: [Completed](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.