

Markail Bruner

1430 Gilmer Ave Nw, Roanoke, Virginia 24017

Cellphone: 540-520-3204

MarkailBruner@gmail.com

Career Overview

I am a great communicator who strives to gain the most efficient results and learns tasks quickly along with high intermediate proficiency in computer software and hardware.

Work Experience

IH Services

2019

- Accountable for maintaining specific sections of the facility in a detailed orientation
- Responsible for keeping important machines prepped for operation
- Attended certain areas that required precision detail in sustaining optimal performance

Old Navy

2013

- Assisted patrons with queries which required my communications skills
- Solved problems with other co-workers which involved teamwork
- Sorting out different materials involving the need to multitask

Benefit Plan Administration

2009

- Duties included organizing, sorting, and filing documents
- Worked in the accounting department, which enabled me to take responsibility for items
- Used my knowledge to find the best method to finish any task in a timely manner

Skill Set

- Computer Experience
- Document Management
- Knowledgeable Organizer

Education

Bachelor of Science, Cybersecurity

2020

