

# Neeraj Mathew Kuthyadi

Dix Hills, NY 11746

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## Professional Summary

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Hardworking and detail-oriented customer service and sales associate with almost 2 years of experience in fast-paced environments. Proficient in operating cash registers, managing inventory, and providing exceptional customer service. Currently pursuing a Bachelor's degree in Chemistry.

Authorized to work in the US for any employer

## Work Experience

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### McDonalds Crew Member

McDonald's-Commack, NY

August 2024 to Present

- Provided exceptional customer service by greeting customers, taking orders, and accurately processing payments
- Maintained cleanliness and organization of work area, adhering to health and safety regulations
- Managed high-volume drive-thru orders efficiently, minimizing wait times for customers
- Collaborated with team members to ensure smooth operations during peak hours
- Handled customer inquiries and complaints in a professional manner, resolving issues promptly
- Operated cash register system accurately, handling transactions with precision
- Worked collaboratively with colleagues to achieve daily sales targets and goals
- Received recognition for consistently providing excellent customer service
- Maintained knowledge of menu items, promotions, and special offers to provide accurate information to customers

### Employee

The Bottle Shop-Huntington, NY

May 2024 to Present

- Maintained accurate inventory records, ensuring that stock levels were sufficient to meet customer demand
- Operated cash register and processed transactions accurately, handling cash, credit cards, and other forms of payment
- Created attractive displays to showcase featured products and promotions, increasing sales by 12%
- Provided exceptional customer service by assisting customers in selecting and recommending various types of liquor based on their preferences and needs
- Maintained a clean and organized store environment by regularly restocking shelves and cleaning display cases
- Lifted heavy boxes or crates containing liquor bottles when stocking shelves or moving inventory around the store area safely
- Informed customers about upcoming events such as tastings or promotions through effective communication skills
- Maintained a positive attitude even during challenging situations while dealing with difficult customers

## **Kumon Tutor**

Kumon-Deer Park, NY

September 2023 to March 2024

- Provided one-on-one math tutoring to students of various grade levels, helping them improve their understanding and performance in math
- Monitored student progress through regular assessments and feedback sessions, adjusting instructional strategies as needed for optimal results

## **Camp Counselor**

Park Shore Day Camp-Dix Hills, NY

June 2023 to August 2023

- Supervised and ensured the safety of a group of 14 campers during daily activities
- Provided guidance and support to campers in developing social skills, conflict resolution, and teamwork
- Managed camper behavior by enforcing rules consistently while maintaining a supportive atmosphere
- Developed creative games tailored to different age groups that encouraged physical activity
- Demonstrated strong leadership skills by coordinating daily schedules, assigning tasks to fellow counselors, and overseeing activity rotations

## Education

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### **Bachelor's degree in Chemistry**

St Josephs College - Patchogue, NY

September 2024 to Present

### **High school diploma**

Half Hollow Hills High School West - Dix Hills, NY

January 2023 to June 2024

## Skills

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- Math
- Driving
- Behavior Management
- Communication skills
- Classroom Management
- Tutoring

## Languages

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- English - Fluent
- Hindi - Intermediate
- Kannada - Intermediate
- Malayalam - Expert