

## Roanny Perez

899 Anchor st Floor 2  
Philadelphia, PA  
(267) 912-2976  
RoannyPerez@gmail.com

## Experience

March 2015 - April 2016

### **JJ SuperMarket, Philadelphia, PA – *Retail/Clerical***

- Pay company bills by cash, vouchers, or checks; Making price tags/labels.
- MoneyGram, Choice and PayXchange Assistant including bill payments.
- Perform other clerical duties as answering telephone, running errands or sending faxes.

May 2016 - July

### **Ikea, Philadelphia 215 – *Retail***

- Swedish Food Market specialist

July 2017 - current

### **Community Academy of Philadelphia Charter School– *Security/ Receptionist***

- Receiving visitors at the front desk by greeting, directing and announcing them appropriately
- Answering screening and forwarding incoming phone calls
- Receive mail (Ups, Usps, FedEx, Amazon, Ect)/ Check purse, and bags for contraband
- Inspect windows and doors to ensure locks are in place and locked.

## Education

April 2014 - June 2014

### **Kensington Urban Education High School, Philadelphia, PA – *Graduated/Diploma***

November 2015 - Current

### **Philadelphia Police Explorers Academy (Advisor)– *(Current)***

- Rules and regulations, use of force, firearms safety
- PA criminal justice system, vehicle investigations, domestic disturbances
- Search and seizure/tender age search, crime scene search
- Handcuffing and arrest procedures

Certified 2017

### **Temple University– Criminal justice programs**

## Awards/Skills

- Bilingual: Spanish/english: Fluent speaking, writing, and reading
- Lethal Weapons Training Act 235 - Certified with Firearms.

- CPR, First aid, AED Certified
- OC Pepper Spray Certification/ Expandable baton Certification