

James J. Buie III

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Summary

Job Candidate who supports his team by working hard at a project until it is completed.

Experience

Director of Summer Programming

April 2015 - August

2015

Philly Open Air Church - Philadelphia, PA

Exceeded registration goal by tripling the number of registrants from previous years.

Facilitated involvement of outside community organizations for up to three camps at a time.

Led staff in curriculum implementation, scheduling, and conflict resolution.

Inventory/Assistant Cook

April 2012 - September

2014

Camp Canadensis – Canadensis, PA

Maintained a clean environment while preparing ingredients for meals.

Assured that inventory was kept and shelves were stocked.

Worked as a team player.

Security Guard

January 2012-December 2012

Imperial Security – Philadelphia, PA

Maintained security of premises by monitoring and authorizing

entrances/departures

Kept written reports of daily activities and irregularities

Answered alarms, investigated disturbances and communicated with emergency

departments

Operated detecting devices to screen individuals and protect restricted areas

Camp Supervisor/Food Services Worker

January 2002 - August 2010

Teen Haven Camp- Brogue, PA

Supervised team of camp counselors in areas related to: scheduling

activities, cabin inspections, conflict resolution and camp session

preparation/wrap-up

Maintained sanitary kitchen and dinner service environment and assured inventory

Education

Certificate: Security Guard Training, 2007

Potomac Job Corps Center – Washington DC

High School Diploma, 2004

Last modified: 8:18 PM