

Alex Nelsen

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Work Experience

Substitute Teacher

ESS Education - Saint George, UT

December 2023 to Present

- Following Lesson Plans - Ensuring teacher's expectations are met for goals accomplished in their absence.
- Maintaining Classroom - Ensuring students stay on task and create a safe and positive work environment.
- Communication - Ensuring clear communication with teachers and administrators.

Manager / Window Cleaner

Flamingo Window Cleaning - Saint George, UT

August 2021 to November 2023

- Perform various cleaning services for commercial and residential customers. Attention to detail and care on high-value homes. Drive work vehicle with supplies to/from job sites. Able to carry/lift heavy equipment.
- Collect payment and manage account balances.
- Train new employees.

Realtor

Realty ONE Group Goldmark - Saint George, UT

August 2021 to August 2022

- Advise clients based on market values of potential earnings for sellers or estimated costs for buyers.
- Advertise and run open houses; talk with potential buyers and buyers agents.
- Create buyer contracts; advise sellers on buyer's offers and inform them of legal requirements.

In-Home Customer Service Representative

AT&T Wireless - Hurricane, UT

December 2020 to June 2021

- Receive 20-30 calls per shift, pursue all sales leads, and account management.
- Thoroughly educate in full, and repeat all legal disclosures verbatim.
- Ensure customer satisfaction with warm and friendly conversation and appreciation for their business.

Sales Representative

AT&T Wireless - Saint George, UT

June 2018 to November 2020

- Greet customers upon arrival then help them with any purchases, troubleshooting, and general questions.

- Ensure the store is clean before customers' arrival, and after the store is closed. Keep workspace tidy and organized.
- Prepare bank deposits at the end of the day and handle cash while reporting all variants from recorded transactions.

Inventory Specialist

Family Dollar - Saint George, UT
January 2018 to January 2020

- Receive and track incoming inventory
- Unload trucks with forklift as necessary
- Keep detailed records of damaged inventory
- File and distribute paperwork

Consultation Agent

Geek Squad - Saint George, UT
June 2015 to May 2018

- Maintain a clean and welcoming environment for consultations with clients.
- Diagnose and repair software and hardware concerns on phones, computers, tablets, televisions, and gaming consoles.
- Secure clients' private information and data while maintaining confidentiality at the forefront of every exchange.

Store Associate

In-N-Out Burger - Saint George, UT
August 2014 to June 2015

- Interpersonal communication skills
- Adapt and follow supervisor instruction
- Operate slicers, grill, POS system
- Handle cash and provide correct change

Education

Bachelor of Fine Arts in Film

Southern Utah University - Cedar City, UT
August 2022 to Present

Studied in Communications

Dixie State University - Saint George, UT
August 2015 to May 2016

Diploma

Churchill County High School - Fallon, NV
August 2010 to May 2014

Skills

- Fluent in American Sign Language

- Clean
- Efficient
- Hard-Working
- Competitive
- Fast Learner
- Adaptable
- Confident
- Agreeable
- Motivated
- Software Troubleshooting
- Heavy Lifting
- Sales
- Communication skills
- Organizational skills
- Microsoft Powerpoint
- Supervising experience
- Cash register
- Management

Awards

T- Bird Film Festival 2024 - Best Documentary

April 2024

T- Bird Film Festival 2024 - Tony Molino Audience Choice Award

April 2024

Certifications and Licenses

Real Estate License

August 2021 to August 2022

Utah Film Commission Production Assistant Certification

April 2024 to Present