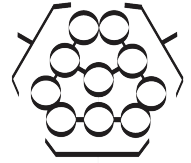


# Jon D. Ketcham

16507 Emily Dr. Saegertown, PA 16433 | 814-853-7518 | epicjonkon@gmail.com

www.JonDKetcham.com



## Education

- Saegertown jr. sr. High School, 2009-2013
- Edinboro University, Cum Laude 2013-2017
  - Primary Major: Applied Media Arts, Cinema: Film and Video track
  - First Minor: Applied Media Arts, Graphic and Interactive Design
  - Secondary Minor: Creative Writing
- CCCTC September - October 2018: Adult evening course on Welding
- CCCTC January - February 2019: Adult evening course on Welding

## Previous Employment

April 2019-Current

Valesky's (Meadville)

### Frozen Food management and receiving

Full time

\$13.40 an hour

Responsibilities

- Managing frozen food department
- Ordering product from multiple vendors
- Stocking and maintaining stock of sale items
- Rotating bread and pastries
- Overseeing important ice cream and holiday sales
- Working in a walk-in freezer
- Reporting damaged products and getting credits
- Communicating with other departments
- Taking calls and answering customer questions about stock and products
- Captured and relocated skunk wandering the property
- Training new hires
- Customer Service
- Forklift operation

October 2018-April 2019

Valesky's (Meadville)

### Morning Stocking (4am shift)

Part time

\$8.20 an hour

Responsibilities

- Using a pallet jack
  - Setting up displays and endcaps
  - Customer Service, stocking shelves, mopping floors, forklift and electric hand jack operation
  - Working during anniversary and high traffic sales
  - Shoveling snow off truck dock
  - Checking in received goods
  - Inventorying back stock
  - Training new stockers
- Reason for leaving
- Got a better job

August 2018-November 2018

Dollar Tree (Meadville)

### Sales Associate

Part time

\$7.25 an hour

Responsibilities

- Helping to set up the store for grand opening
  - Customer Service
  - Running cash register
  - stocking shelves
  - Accompanying manager to bank for deposit
  - Filling helium balloons
  - Setting up displays of holiday flowers
- Reason for leaving
- Wanted to focus on forklift training at other job (Valesky's), and I decided it best to have one job during the holiday season.

July 2018-September 2018

Country Fair (Saegertown, store 37)

### Sales Associate (Tobacco, deli and food service)

Part time (though I worked +40 for most of the job)

\$8.50 an hour

Responsibilities

- Customer Service
  - Running cash register
  - Carding for tobacco products
  - Reimbursing and selling lottery tickets
  - Making pizzas, subs, and wraps
  - Stocking shelves
- Reason for leaving
- Got another job.

Looking to relocate  
for a  
**Motion  
Graphic  
position**

## References

Bob Mackenzie  
Valesky's  
Business advisor  
(814) 243-8150

David Kubiak  
Dollar Tree  
Manager  
(814) 807-6024

Jason Boyda  
C&J Industries, Inc.  
First shift supervisor  
(814) 333-7581

Hanjin Park  
University of Edinboro  
Professor of Film  
(814) 732-1569

Roger Solberg  
University of Edinboro  
Professor of English  
(814) 732-1562

Michael J. Vargo  
M-ploy Temporaries, Inc.  
Customer Service/Sales  
(814) 337-8383

## Software I am fluent in:

Adobe Illustrator  
Adobe After Effects  
Adobe Premiere  
Adobe Flash/Animate  
Adobe Audition  
Adobe Photoshop  
Microsoft Word  
Microsoft Powerpoint