**David K. Brenna**

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**Work Summary**

My goal is to utilize my customer service work experience, education and background in therapeutic recreation to obtain a position in an elderly healthcare/rehabilitation facility. For the past year, I have been working for All-Star Transportation part-time as a bus monitor. I wish to leave this field and get back to work in an office environment. Thank you for your consideration.

**Work Experience**

**United States Department of Commerce/Census Bureau Spring 2010**

Temporary position----Enumerator. Responsibilities included going from home to home and interviewing homeowners/renters regarding who lives in the home and when.

**Jewish Community Center Summer 2009**

Temporary position----administrative duties; data input, copying, filing.

**Goodwill Industries 2007-2008**

Customer service----responsibilities included accepting donated items, pricing items, cleaning store and stock room, running a donation-only center three days a week.

**Walgreen’s 2003-2006**

Customer service responsibilities.

**Big Y 2000-2002**

Customer service responsibilities.

**Cendant Corporation 1999-2000**

Customer service representative----responsibilities included customer problem resolution for internet services clients, telephone and computer communications.

**DeGeorge Home Alliance 1998-1999**

Financing consultant----responsibilities included obtaining financing options for new home purchasers and processing credit applications.

**Shawmut Bank/Fleet Financial Group 1994-1996**

Retail sales banking associate----responsibilities included daily cash reconciliation and developing prospects for opening new accounts.

**Volunteer**

**Southbury Training School**----volunteer assistance for therapeutic recreational activities (including Special Olympics)

**Monroe Volunteer Emergency Medical Services 2008-present**

Volunteer as a medical response technician (MRT---now known as an emergency response technician, ERT)

**Education**

**Gateway Community College**

New Haven, Ct. 06511

State certificate: Therapeutic Recreation

Graduated: May 2002

**Central Connecticut State University**

New Britain, Ct. 06050

Bachelor of Science, May, 1993

Major: Communications

Minor: Sociology

**CPR certified**