

# Goff, Jacob

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## EXPERIENCE

### **White Rhino Coffee house, Arlington - Shift Lead | Current**

Responsible for shops daily operations; such as controlling inventory and placing orders for shop needs, simple maintenance of shop equipment, directing and training of shop staff, and updating any inventory or new menu items into our POS software.

### **7 brew coffee, Mansfield - barista**

2022-2023

Brew and serve coffee in a high-volume fast-food coffee chain. My tasks would vary on any given day to meet daily requirements and challenges as they would appear. Such tasks would include refilling and preparing house specialty flavors, machine maintenance and restocking, Tempering grind aperture for correct espresso ratios, and tending orders to customers.

### **City Ambulance, Houston — EMT-B**

2020-2021

I Operated as a truck/station attendant under both an ALS (Advanced Life Support) and BLS designation. As a truck attendant, I was responsible for all inventory, As such my duties would have me keeping inventory of all medicines, PPE, extraction equipment, and necessary life-saving equipment/tools. I would compile any and all medical documents and write a full report of the patient's status and measures taken to stabilize said patient during transit.

### **Nordstrom, The Woodlands — Logistics Fulfillment**

2021

Coordinated with warehouse shipping and merchandising to compile online orders from inventory and prep for packaging.

### **Drivers auto repair, The Woodlands — General service tech |**

2019

Handled most oil, filter changes and tire rotations that would come through the shop. I was also tasked with general shop upkeep, pertaining to opening and closing tasks along with general shop cleanliness. All other duties would be to the assistance of automotive techs.

## EDUCATION/CERTS

### **Lone Star College**

**System, Houston Tx —**

Associate of arts (2021)

### **University of Texas at**

**Arlington, Arlington Tx —**

BBA Accounting/information systems (transfer out 2023)

### **Western Governors**

**University**

B.S Network engineering & Security (currently attending)