

# Zabdiel A. López Méndez

787-457-3231 | zabdiellopez337@gmail.com | Moca, Puerto Rico 00676

## SUMMARY

Dynamic professional with a proven track record at Segarra Sausage, excelling in logistics and customer service. Skilled in Microsoft Office and adept at teamwork, I ensure efficient product deliveries while maintaining high standards. Recognized for leadership in fast-paced environments, I thrive under pressure and prioritize client satisfaction.

## SKILLS

- Leadership Skills
- Responsible
- Teamwork
- Working under pressure
- Customer service
- Microsoft Office

## EXPERIENCE

Merchandising and Driver, Segarra Sausage, January 2025-Current  
Moca, PR

- Coordinated product deliveries to various supermarkets.
- Product temperature verification.
- Visual and physical inspection of the official vehicle.

Driver, Departamento de Salud de PR, September 2024-January 2025  
Aguadilla, PR

- Visual and physical inspection of the official vehicle.
- Follow the planned route for the specific trip being made.
- Pick up and drop off program participants as assigned.

Cabinetmaking Assistant, Ebanisteria Terminaciones Alemán, May 2023-September 2024  
Sa, PR

- Transport of cabinets.
- Kitchen cabinet making.
- Loading and unloading of materials, equipment and merchandise.

Emergency Room and Registration Center Clerk, Hospital San Carlos Borromeo, September 2008-May 2023  
Moca, PR

- Assisted in the development and implementation of office policies and procedures.
- Maintained filing systems, both electronic and physical, for easy document retrieval.
- Registration of patients for their respective required services.
- Answered phones, directed calls, and took messages.

Public Cafeteria, Hospital San Carlos Borromeo, October 2004-August 2008

Moca, PR

- Items were scanned, and prices were verified at the register for accuracy.
- Monitoring the temperature of freezers and refrigerators throughout the shift.
- Answered questions about ingredients and preparation techniques to educate customers before placing orders.

Mechanic, Taller El Mongo, May 2004-January 2005

Moca, PR

- Performed diagnostic and troubleshooting procedures to locate the source of the malfunction.
- Explained technical diagnostics and necessary repairs to non-mechanical personnel lacking technical knowledge.

Cashier, Pastry Assistant, and Food Preparer, La Milagrosa Bakery, May 2002-October 2003

Aguadilla, PR

- Items were scanned, and prices were verified at the register for accuracy.
- Answered questions about ingredients and preparation techniques to educate customers before placing orders.

Clerk, DTOP-CESCO, June 2000-June 2002

Aguadilla, PR

- Worked during those years during the summer months
- Worked in the photography and archives department.
- Performed tasks in the archives department.

## **EDUCATION AND TRAINING**

High School Diploma

Marcelino Rodriguez Roman School, Moca PR 2004

Credit Course Works

Electronic Engineering Technology, Universidad Interamericana De Puerto Rico, Aguadilla PR 2003

Certification

Automotive Mechanics Technician, Mech-Tech College, Mayagüez PR 2004

Pre Apprenticeship Program

Aeronautical Mechanics Pre-Learning Program 996 contact hours, Universidad De Aguadilla, Aguadilla PR 2024

## **LANGUAGES**

**Spanish:** First Language

**English:**

B1

Intermediate (B1)

