

JOSUE (JOSH) NIEVES

14134 Arbor Hills Rd. Tampa, FL 33625

joshn@joshnieves.org

www.joshnieves.org

(813) 841-5120

EDUCATION

Hillsborough Community College Tampa, FL

Associates in Arts: Education

2021

The International Culinary School at the Art Institute Tampa, FL

Associates in Arts: Baking & Pastry

2020

EMPLOYMENT

MicroLumen Medical Tubing Tampa, FL

Finishing Administrator

May 2021-Present

- Track inventory and communicates needs with Shipping, Sales, Materials, Engineering, & Quality Departments.
- Facilitate flow of product through various departments by working with the leads in each department.
- Facilitate flow of product through various departments and provide status information on products and/or delivery.

The Connection A.G. Tampa, FL

Programming Director

October 2019- Present

- Create publicity for all events.
- Facilitate documents, events, calendar, and leadership.
- Oversee all social media accounts.

4 Rivers BBQ Tampa, FL

Service Manager

February 2018- April 2021

- Oversee Administrative Office Functions and Guest Recovery
- Writing all schedules (FOH, BOH, Bakery and Catering)
- Supervise quality of food and service in all departments.

Assembly of Christian Churches Bradenton, FL

Youth District Secretary

April 2017- April 2019

- Created publicity for all events.
- Kept in contact with Church officials.
- Compiled minutes and oversaw all social media accounts.

VOLUNTEER WORK

Church Volunteer	February 2015- October 2019
Clearwater Jazz Holiday Cook	October 2018
Early Childhood Education Teacher Assistant	August 2014- June 2016
Youth Circuit Public Relations	April 2014- April 2016

SKILLS & CERTIFICATIONS

Bilingual: Spanish & English	
Lean Six Sigma Yellow Belt	2021
ServSafe Certified	2020
Notary Public	2018
DCF Health, Safety & Nutrition Certified	2015
DCF Identifying & Reporting Child Abuse & Neglect Certified	2014
Microsoft PowerPoint Certified	2010
CPR Certified	