**Anthony (Tony) Griffin**  
106 Orchard Hills Drive, Apt 114, Jeffersonville, Indiana 47150

(c)812-946-9355 email: tonygriffin1999@gmail.com

Portfolio Website: www.tonygriffinstudio.com

**Summary**  
Good work history, devoted worker, self-motivated team player with the determination of giving 110%. Systems experience to include: Unreal Engine 4, Adobe programs, Google programs, Microsoft programs, Blender/Maya, etc. Engaged to establish proficiency and studies to further my future career goal.

**Education**

**Purdue Polytechnic (Excepted Graduation 2023) -** Website Design, Game Development, Animation

**Dean’s List Recipient** (2020, 2022)

**Indiana University South East (2019-2020) -** General education courses

**Floyd Central High School** **(2014-2018) -** Graduated with Academic Honors Diploma

**Skills and Languages**

Spanish - 4th year level • C++ Coding Skills •Website Design and Creation•3D printing and Laser-Cut training

Communication/Social skills •Leadership skills

**Job History**

***Global Payments (2021-Current)***

Technical Support Representative

* Learn Heartland Restaurant Point of Sale system and provide support for merchants and dealerships
* Provide support through direct emailing and messaging with clients
* Provide support through an online outlet program, to create POS templates
* Take phone calls and give direct support to restaurants in United States and Canada
* Work in a team-based office setting, providing assistance to other associates
* Adapt to new versions and learn different versions of the software
* Provide support for Apple iPad devices, Epson and Star brand Printers, and PAX credit card readers

***Coffee Crossing (2020-2021)***

Barista

* Create different kinds of drinks at customers request
* Participate in a full team workflow to achieve the goals of each day
* Work fast paced shifts to ensure everyone is served timely
* Daily chores to ensure cleanliness for the café
* Take part in different seminars and classes to learn more about the job at hand and all roles applied to it
* Interact with customers through face to face or drive thru interaction

***Qdoba: Mexican Eats (2016-2020)***

Shift Supervisor

* Run each shift with the determination to finish each task with as much proficiency as possible
* Manage labor hours and employee shifts to maximize profits and efficiency
* Provide assistance to any employee in need of guidance or criticism
* Count and manage money in the cash registers and office safe
* Making sure the deposits are correct and put away at end of night
* Delivering deposits to designated bank with proficiency and accuracy
* Providing customer resolutions and assistance to leave every customer happy
* Count inventory every day to ensure everything is stocked

Front Crew

* Greet customers and prepare food to their request
* Work front counter, checking out customers
* Clean and sanitize work area and lobby. Dishwasher as needed.
* Stock food items, containers, and other essentials for kitchen and lobby
* Close lobby and front line for the night

Back Crew

* Prepare and cook various food items to be used throughout the day
* Take inventory on current food items and request what is needed
* Mop, vacuum, and clean floors and other parts of the store
* Answer phone calls and provide all essential information for caller

**Volunteer Work**

**Interact Rotary Club Member (2015-2018)** - helps with community service acts around the globe helping issues such as Polio, World Hunger, and Toys for Tots. Chairman for Polio or Heifer fundraisers.

**Vocal Judge Assistant (2017-2018)** - helped with a four-hour shift for Floyds County School Systems to judge choirs and assist the judges in comfort, supplies and errands for easier process in the program.

**Salvation Army Bell Ringer** - helped twice with two hour shifts for Salvation Army to help collect funds for the needy during Christmas time.

**Media Assistant (2014-2018)** - helped Librarian organize books, monitors students, checked in and out books and inventory.

**Disaster Cleanup**- Helping tornado victims with care packages, clean up from property damages and personal item salvages.