

# MAURICE FARQUHARSON

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## OBJECTIVE:

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To acquire an entry-level position where my skills and experience can be utilized effectively. Acquire a higher position to earn a leadership role. Portray a high level of customer service with a smile at any location of occupation.

## EDUCATION:

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**Lincoln Technical Institute** Queens, NY

February 2017 - April 2018

*Automotive Technician*

**Stella and Charles Guttman Community College/CUNY**, NY, NY

September 2015 - 2017

*Focus: Associates of Arts in Informational Technology*

## WORK EXPERIENCE:

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**Flavor Hills** Jacksonville/Raleigh, NC

December 28, 2023 - Current

**Event Coordinator / Staff Coach**

- Planning, organizing, and overseeing events to ensure they run smoothly
- Oversee the setup and layout of the event space, including arranging furniture, decorations, and technology.
- Develop and execute promotional strategies to publicize the event, including social media, email campaigns, and press releases.
- Gather feedback from attendees, clients, and vendors to assess the event's success and areas for improvement.
- Fostering professional growth, improving team dynamics, and helping individuals reach their full potential.
- Work with employees to set clear, achievable professional goals aligned with their career aspirations and the organization's objectives.

**Leros Management Inc** Valhalla, NY

September, 9th 2022 - December 18th, 2023

**Driving Instructor / Project Manager**

- Organize over 100+ fleets of shuttle buses, SUVs and/or coach bus drivers.
- Direct corporate company employees from location to location.
- Traveled from state to state to guide fleet operations for productions (ex: BET, MTV, Pepsi and more).
- Set up apps on smartphones for drivers daily operational use for logistics.
- Oversee boarding stations for consistent flow of transportation.

**Delta Airlines (LGA)** Queens, NY

October 8th, 2018 - February 7th, 2020

**Ramp Agent / Baggage Handler**

- Ramp Agents marshal in aircrafts, loading/unloading and sorting freight and baggage.
- Operate tug carts to load and unload the aircraft, organizing travel bags in multiple bins in a formal manner.
- Servicing the aircraft, assisting with pushback and towing, deicing and other duties as assigned.
- Guide pilots in the aircraft onto the runway for take off with crew members.
- Baggage Handler, work with an innovative team ensure that our customer's baggage and cargo arrives safely and on time to drive a positive customer experience.
- Maintaining professionalism, and exhibiting a positive attitude inside and outside of work.

**Honda of New Rochelle, NR, NY**

April 2018 to July 2018

***Express Technician***

- Multiple oil filter and oil changes on Honda cars from 2005-2018 models
- Multi-point inspections around the car, under the car hood, under the car, multi-point and RO data sheets
- Tire rotations, tire plugs, tire replacements, window wiper replacements, headlight/ tail light replacements, check engine air filter, check cabin air filters, measure tire threads, measure brake pads
- Inform customers/ service writers on informative information on their vehicles status

**Joe & the Juice, NY, NY**

July 2016 to February 2018

***Team Member***

- Prepared drinks, smoothies, and food for paying guests who entered the store. Prepared orders in 3 minute timing or less. Developed greater customer service day by day.
- Attended work for shifts in the early morning to help open and set up for a day's work, as well as closing shifts.
- A lot of cash handling on a daily basis on the register. Able to communicate with people from different ethnicities, different countries, and different age groups.
- In a short period of time I was able to not only master my tasks but also strong enough to teach my fellow new team members.
- Took apart small and massive machines to detail clean then to put them back together for daily operations.
- Stood by a motto: BOOST that helped me become dependable fast, be efficient, work with a team, and put 100% effort into my work.

**Informational Technology Ambassador, NY, NY**

March 3, 2016 to June 14, 2016

- Fixed computers, SMART boards, printers, and assisted workers in the department.
- Assisted students and professors with computer/laptop difficulties.
- Dealt with laptop dispensing to students in Guttman's library, roughly between 10-45 students a shift.
- Engaged in Microsoft Excel, word and outlook programs to communicate with faculty members.
- Set up and organize events for faculty and students. Set up presentations, microphones, speakers and lighting for the event.
- On a daily basis I made sure telephones were operating correctly in faculty's cubicle offices.
- Answer phone calls from faculty inside the building awaiting issues to deal with.

**EXTRA-CURRICULAR ACTIVITIES:**

- Participated in the New York Cares Day event with schools and communities
- Studio vocal recording, performer, videographer/editor, runway model
- Back to school drives for elementary schools in Jamaica