TRISTAN CLINGO

Columbus, OH | (614) 271-8991 | tclingo03@gmail.com

SUMMARY

Proactive community activist and organized leader, dedicated to civic improvement and safety. Currently services as the Chair of Trash and Safety Committee for the North Hilltop Neighborhood Association. With demonstrated expert ability in executing community initiatives, coordinating logistics, and engaging stakeholders to achieve a safer and more organized neighborhood environment.

EXPERIENCE

Accurate IT
Warehouse Associate | May 2016 – May 2020
- Assisted with the intake and sorting of incoming electronics donations for processing.
- Executed the disassembly of end-of-life electronic devices, efficiently separating components and materials for recycling compliance.
- Inspected, tested, and refurbished salvageable electronic products for resale.
- Managed the company's eBay account, including listing creation, pricing, inventory updates, and customer service.

Market District
Grocery Stock Associate | Feb 2014 – Nov 2018
- Provided exemplary customer service by promptly greeting guests, answering product inquiries, and actively assisting them in locating merchandise throughout the store.
- Daily stocking and rotation of products across throughout the grocery department to maintain store standards for product availability.
- Inspected and rotated product according to code dates to ensure optimal freshness for customers.

Store Opener
Wendy's | Dec 2003 – June 2017
- Executed all critical opening procedures, including securing the facility, disarming alarms, and ensuring the store was prepared for seamless operation prior to the designated opening time.
- Ensured the restaurant met all corporate and health department standards upon opening, managing checklists for cleanliness and operational readiness.

EDUCATION

Maumee High School – Maumee, OH
Class of 2003

VOLUNTEER WORK

- Trash and Safety Committee Chair – North Hilltop Neighborhood Association

- Groveport-Madison Area Community Choir