




JADAH WEBB

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EDUCATION

Wisconsin Lutheran High School

2018-PRESENT

St. Marcus Lutheran School

2007-2017



EXPERIENCE

Custodial | Housing Authority of the City of Milwaukee

2017-2018

Cleaned and Maintained the building of Arlington Court. Some of my responsibilities were sweeping, mopping and vacuuming floors. Depositing trash, sanitizing tables, dusting, and cleaning windows.

Clerical | Housing Authority of the City of Milwaukee

2018-2019

Responsible for performing administrative duties at College Court in an office setting. Assisted my supervisor by filing, answering the phone, greeting residents, making sure all information was up to date, and restocking supplies.

Custodial | Encore Cleaning Company

2018-2019

Cleaned and maintained the building of Siebert Lutheran Foundation. Some of my responsibilities were sweeping, mopping and vacuuming floors. Depositing trash, sanitizing tables, dusting and cleaning windows.

Clerical | Housing Authority of the City of Milwaukee

2018-2019

Responsible for answering the phone at Hillside Terrace Resource Center, greeting everyone that comes into the building, keeping track of packages that are delivered and assisting anyone in need of help.



SKILLS

- Great communication skills
- Ability to work well with others
- Ability to work well under pressure
- Ability to work thorough and precise
- Ability to follow directions



ACTIVITIES

- Marching Band
- Color Guard
- Jazz Ensemble
- Fact Youth Group
- Saxophone Ensemble
- Woodwind Ensemble
- Nefertari African Dance Company
- NAACP Youth Council