



Mallory J. Purdy

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Objective

I am seeking a Contract Corporate Flight Attendant position, in which I may ensure safety, superior service, and comfort to passengers and crew. I present a strong work ethic, organizational skills, and strive when challenges arise.

Experience

Contract Flight Attendant

Ultimate Jet Charters, Inc. Akron, OH – November 2008 to Present

First Energy Corporation Akron, OH – August 2008 to September 2008

Skynight Aviation Greenville, TN – March 2008 to March 2008

Personal Assistant

- October 2006 to February 2008, Chris and Terri Brady, Columbiaville, MI
- Run errands (i.e. Dry cleaners, grocery store, shopping, etc.)
- Clean and organize household and other duties as assigned.
- Taking care of their four children (including home schooling)
- Computer work (Microsoft excel, outlook, and windows)
- Prepare meals (both leisure and for parties)

Certified Massage Therapist

- April 2006 to Present, Independent, Swartz Creek, MI
- Massage clients, scheduling travel, and computer work.
- Maintaining the upkeep of my equipment and products.

Customer Service Representative

- February 2005 to November 2006 AVFlight Flint FBO, Flint, MI
- Answered phones and responded to customer requests (Filing/Faxing)
- Provided customers with product and service information.
- Fuel ordering, arranged catering orders and hotel/rental car reservations.
- Dispatched information to line servicemen and aircrafts.
- Computer work (Microsoft Excel and Word; Log sheets and reports)
- Maintained a clean and comfortable facility.

Education

Swartz Creek High School - Swartz Creek, MI - August 2001 to June 2005, Diploma

Somerset School of Massage Therapy - With training in: Basic Swedish Massage, Anatomy, Energy Therapy, Reflexology, Myofascial Techniques, Muscle Isolation Techniques, and Maternity Massage.

Beyond and Above Corporate Flight Attendant Training – Cabin Protocols, Service and Etiquette, Ft. Lauderdale, FL Feb. 2008

Aeroservice Aviation Center - Emergency Training, Part 91, 125, 135 Fire and Water, Miami, FL, Feb. 2008

The Art Institute of Ft. Lauderdale - Garnishing and Presentation class, Ft. Lauderdale, FL, Feb. 2008

American Heart Association - First Aid/AED/CPR adult and child, Ft. Lauderdale, FL, Feb. 2008

Air Chef Catering - Culinary and Wine Presentation, Ft. Lauderdale, FL, Feb. 2008

Self Defense Training and Awareness - Ft. Lauderdale, FL, Feb. 2008

References available upon request.