



CONTACT

nicolestaylor13@gmail.com
1+410-610-4189

DETAILS

American ~ Passport : US exp. 1/20/2026
Health ~ ENG1, non-smoker, fully vaccinated, no tattoos
Drivers License ~ Clean Maryland car license
Language ~ English (fluent)
Location ~ Fort Lauderdale, Florida

CERTIFICATIONS

STCW exp. 12/22/2027
ENG-1 exp. 10/3/2023
GUEST level 1
PDSD

SKILLS

- Skilled multitasker ~ 10+ years
- Exceptional written & verbal communications ~ 10+ years
- Work as part of a team ~ 10+ years
- Ability to work with multiple personalities ~ 10+ years
- Easily adapt to new situations ~10+ years
- Proficient in Microsoft Word ~10+ years
- Photography ~ 2 weddings
- Strong organization skills, attention to detail and prioritization ~ 10+ years
- Work with and diffuse unhappy clients
- Compassionate ~ 10+ years
- Child care ~ 28 years, two adult children
- Animal care ~ 20+ years, many pets
- Cooking ~ 20+ years
- Hand sewing ~ 20+ years
- Housekeeping & laundry ~20+ years
- Fishing ~ 30+ years

ABOUT ME

My extensive background in service and caring for others has given me the experience to become an upbeat team player who understands how to communicate effectively with others to get the job done. I am always trying to go the extra mile to put a smile on everyone's face!

I am a reliable and responsible hard worker who is always eager to learn new things! Being a mom has helped me develop solid people, housekeeping, and laundry skills. I love caring for children and pets.

NICOLE TAYLOR

Stewardess

OBJECTIVE

Excited to begin a new adventure combining my love of the water and taking care of others. I look forward to learning and working with your high performing and collaborative crew.

WORK EXPERIENCE

CLIENT SERVICE REPRESENTATIVE

Hoffman Animal Hospital, Annapolis, MD 2008 - 2022

- Opening up and/or closing down the hospital morning and night
- Triage multiple phone lines, patients and incoming patients
- Responsible for obtaining patient history and weight
- Set patients up in appropriate cages, kennel & runs
- Respond to client questions via phone and email
- Using multi tasking and using multi line phone system
- Maintaining timely flow within the hospital between patients, clients, doctors and technicians, while maintaining the highest standard of care
- Execute client billing and data entry for medical records including accounts receivable & handle petty cash
- Collect lab specimens from owners and submit
- Check in and obtain patient histories
- Properly weigh, restrain and handle patients
- Fill in for other departments when needed, such as the boarding kennel as well as doggy daycare
- Responsible for daily file backups for the hospital
- Approve/decline/fill/refill patient prescription medications & prescription diets
- Take inventory, reorder supplies for office supplies as well as kitchen supplies and bathroom cleaning supplies as needed; order folded cards, nametags, and more
- Housekeeping everywhere, laundry in boarding kennel
- Keep calm and professional in stressful situations and emergencies
- Diffuse difficult situations and clients
- Discuss quality of life, euthanasia and cremation services compassionately.

WAREHOUSE PICKER PACKER

CUSTOMER SERVICE & ORDERS

Online Superstore, LLC, Geneva, FL 2006 - 2008

- Responsibilities include picking products from warehouse
- Pack boxes and prepare for UPS or USPS shipping;
- Create UPS labels;
- Responsible for quick book data entry;
- Track damaged packages to get reimbursement;
- Answer phone and provide customer support for products and placing orders.

NANNY

Private residence, Arnold, MD 2004 - 2005

- Care for one baby and one toddler while the mother worked from home;
- Laundry; general housekeeping duties
- Drive to preschool for drop off and pick up, and kids club
- Change diapers and handled potty training;
- Entertained the children with educational activities both indoors and outdoors;
- Responsible for preparing and feeding healthy meals and nap times.

OTHER WORK EXPERIENCE

Provided support for family-owned charter boat fishing business fishing for rockfish and other types of fish in the Chesapeake Bay. This includes but is not limited to completing required fishing logs and other documentation by the state. I also helped with emails, paying bills, making phone calls and data entry.

REFERENCES

Character Reference ~ John Gorman, Captain | S/Y MY SOL,
1-443-603-5449, johncgorman10@gmail.com

Day Work Reference ~ David Dawes, Captain | S/Y Knickerbocker,
1-401-585-4942, dawesnav@hotmail.com

Work Reference:- Hoffman Animal Hospital
Dr. Jennifer Greenwood 1-217-621-4181, jjgreenwood625@gmail.com

Work Reference: ~ Hoffman Animal Hospital
Dr. Liesl Wheeler 1-410-212-3066, lwyak@aol.com

Work Reference: ~ Hoffman Animal Hospital
Ms. Leigh Ann Elliott 1-410-271-3582, inkspot3@verizon.net

Work Reference: ~ Hoffman Animal Hospital
Ms. Charity Fletcher 1-667-335-1879, charityfhah@gmail.com

Work Reference:- Private Nanny Position
Mrs. M. Renee Wagner 1-443-994-8245, mrenewagner@gmail.com

DAYWORK EXPERIENCE

01/7/23 M/Y Nectar 30.18m with Captain Brian Beasley and chief stew Nina in Miami

Assisted with housekeeping after large catered party the night before, I cleaned all heads, help clean/dry dishes clean galley, dusting, mopped, glass and mirrors.

1/20/23 – 1/22/23 S/Y Knickerbocker 35.8m with Capt. David Dawes and chief stew Rebecca in WPB.

Assisted with flip the interior of the boat after being under way from St. Thomas housekeeping, dusting, vacuuming, cleaned beds and heads, polished silver, dust & wipe down all the staterooms, aft deck, and main salon. Fetched beverage supplies from basement. Prepare for dinner cruise with owners & guests (13 total). Went on sunset dinner cruise (for 4-5 hours) to assist with table settings, folding napkins, helped keeping beverage and water station stocked, delivered cocktails, poured waters, and took some drink requests, delivered appetizers, switched out drinks. Helped with dinner service, serving salad, main dish, and dessert, coffee Kept in communication with cook on how the guests were doing with their food. Took their dishes away after dinner. Helped clean up boat after guests left. Vacuumed and dried dishes.

01/31/23 – 2/2/23 S/Y Knickerbocker with Capt. David Dawes, chief stew Jodi and then chief stew Marissa in WPB.

Assisted and cleaning crew and Capt. quarters including all heads. Helped with washing/drying of laundry, ironing, folding, putting away. Cleaning out and organizing coffee station cabinet. Cleaned and dusted Capt. desk, main salon, aft deck, practiced with some place settings. Learned where everything on the boat is stored. Restock cooler. I helped put away some dishes and glasses. Marissa walked me through what kind of things she does to prepare for each day. Dusted and wiped down main salon again. Reviewed provisioning, went over specific preferences, day to day routine for her as a stewardess.