Karlee Shields

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PROFESSIONAL SUMMARY

Core Skills: Hand Tools | Power Tools | Construction Math | Communication
Construction Safety | Material Handling | Construction Drawings

WORK EXPERIENCE

Easterseals Redwood YouthBuild- Cincinnati, OH June 2026-Present

- Completed hands-on construction training focused on safety, tool use, measurement, and jobsite readiness.
- Prepared for high school diploma completion while developing the reliability, communication, and professionalism needed for employment.
- Built workforce readiness skills through structured training in teamwork, attendance, communication, and safe work practices.

Habitat for Humanity-Volunteer Cincinnati, OH September 2026-Present

- Assisted with installation tasks while supporting safe, organized project work.
- Supported scaffolding setup while following safety guidelines and team direction.
- Measured materials accurately with a tape measure to support project completion.
- Used hand and power tools safely and effectively during volunteer construction projects.

EDUCATION

Penn Foster Cincinnati, OH
High School Diploma October 2026

CERTIFICATIONS

AHLEI-American Hotel and Lodging Educational Institute Cincinnati, OH
Certified Guest Services Professional August 2026
NCCER-National Center for Construction Education and Research Cincinnati, OH
Core and Construction Site Safety Orientation August 2026
Bobcat Enterprises Cincinnati, OH
Industrial Forklift October 2026
OSHA-Occupational Safety and Health Administration Cincinnati, OH
OSHA 10 June 2026
American Red Cross Cincinnati, OH
Adult First Aid/CPR/AED August 2026
Bobcat Enterprises Cincinnati, OH
Skid Steer Loader October 2026

References available upon request.