

# **Karen Denise Bravo**

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305-998-4302

## **Professional Summary**

I have been in the working field for 40 years. I have worked with several different computers and have trained myself on several jobs through the years.

## **Skills**

Clerical Complex Problem Solving

Customer and Personal Service English Language

## **Experience**

Auto Title Clerk Jan 2013 – Present

Duncan's Auto Sales Key West, FL

I have worked as a Auto Title Clerk for approximately 38 years. I have worked with different office machines over the years.

I worked in the Banking field and received 5 Banking Certificates from FKCC.

I also have experience in Bookkeeping, Secretarial, Payroll, AR/AP.

I owned my own Cleaning business and Wedding Planning business.

## **Education**

High School Diploma: Business Jun 1973

Key West High Key West, FL

## **Community Service**

At present time, I am a Tree Commissioner with the City Of Key West Florida since May of 2015.

I was the team mother for the Pom Pom girls and cheerleaders with the Junior Football League in the 80's. Team mother for the Little League Baseball in the 80's. Was on the Conchetts Booster Club in the 90's.

Also in the 90's, I was on the Board of the Directors for the Teen Center. This was special to me, as I put the first coat of paint on that building in the 70's.

I have volunteered for school functions for my grandchildren.

I am involved with the Elks 551 Reunion committee.

I am currently on the Key West Vietnam Living Memorial committee.

I have also been involved with several elections over the years.

## **Additional Information**

Born and raised in Key West. I raised 4 children in Key West. Have 5 grandchildren and 2 great grandchildren.