

James G Job

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Objective

Searching for a *Full Time* Career in Logistics, to further my education in Logistics. Preferably Medical supplies & equipment but open to other opportunities and working at companies Distribution Centers. References will be given out upon request.

Professional Summary

Adaptable, coachable, team-oriented worker, with an understanding of individual accountability and its role in organizational success. Strong oral and written communication skills and ability multi-task/manage multiple projects to completion in a fast-paced environment. Excellent organizational skills and proficiency in Microsoft Word, Excel, and PowerPoint, with previous experience in training new employees. Experience using electronic pallet jacks.

Education

Columbus State Community College

Autumn 2016 Graduate

Associates in Business Supply Chain Management
Honors: Graduated Cum Laude

Work Experience

OhioHealth, Columbus, OH

07/2017-02/2018

Supply Chain Tech

- Stocking and Reordering medical products for patients multiple departments and employees who work in that department, ensuring products are always stocked
- Answering hospital employees questions about availability of items and or location
- Helping hospital visitors answers on where certain locations are.
- Answering phone calls (vocera) from associates, and tubing up medical supplies for patients.

Nippon Express, Columbus, OH

05/2016 - 08/2016

Intern

- Ensured incoming office and warehouse receivables were accounted for in accordance with company policy,
- Responsible for placing truck orders with Old Dominion, Holland, & Dayton Freight for customers
- Packaged outgoing product to Honda & Nissan plants, as well as retailers such as Walmart, Rite Aid, & Staples
- Ensured appropriate labels and master labels for outgoing products
- Utilized software packages: Aljex and AS400 for data entry and freight carrier quote management

UPS, Columbus, OH

05/2015 – 07/2015

Package Handler- Unloader

- Transported and stock incoming packages: semi-trailers to warehouse (875 pkgs/hr)

UPS, Columbus, OH

11/2011 - 01/2012

Driver Helper

- Delivered products to houses while driver organized packages for future deliveries