

Larry Logistics

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SUMMARY OF QUALIFICATIONS

- Self-starter with flexibility and openness to new ideas
- Advanced technical/computer skills with the ability to use multiple programs simultaneously
- Ability to successfully handle multiple deadlines and projects simultaneously
- Two years superior customer service experience
- Highly organized with strong oral and written communication skills
- Strong work ethic and the ability to take direction in a quickly changing environment

EDUCATION

Northeast Wisconsin Technical College, Green Bay, WI

Supply Chain Management, Associate Degree

May 2018

Related Coursework: Marketing Principles, Customer Service, International Business Practices, Transportation Management, and Economics

Supply Chain Management, Certificate

December 2017

Related Coursework: Enterprise Resource Planning, Logistics/Supply Chain Management, Lean Operations Management, Negotiations, and Purchasing

EXPERIENCE

Driver Support Representative

January 2018 – Present

ABC Transportation, Green Bay, WI

- Evaluate and determine pick-up and delivery appointments on assigned loads
- Proactively handle customer shipment routing requests including directions for shippers and consignees
- Develop and maintain effective customer relationships
- Track freight and perform traces when necessary to determine status of delivery
- Receive and prepare work orders