

Military Mary

Green Bay, WI • (123) 456- 7890 • marymilitary@gmail.com

SUMMARY OF QUALIFICATIONS

- Experience following safety and shipping/handling protocols
- Successful at leading groups of people ranging from 15-25
- Accountability for hundreds of pieces of equipment
- Well versed at speaking to large groups of people
- Honorable discharge from the United States Marine Corps

EDUCATION

Northeast Wisconsin Technical College, Green Bay, WI

Technical Diploma, Electricity

Expected Graduation: Month Year

EXPERIENCE

Environmental Services

HSHS St. Mary's, Green Bay, WI

January 2026 – December 2026

- Ensured the cleanliness of surgical rooms and other patient rooms as needed

Package Handler

United Parcel Service, Green Bay, WI

May 2025 – May 2026

- Accountability of packages to delivery vehicles
- Organized packages properly for shipment

Logistics Manager

January 2023 - January 2025

United States Marine Corps, Jacksonville, NC

April 2022 – January 2023

- Supported the embarkation and movement of 222 pieces of equipment across country totaling in 739,459 pounds of equipment. In addition to planning and coordinating the movement of 350 employees
- Hand selected two years in a row by higher leadership to schedule, plan and coordinate the transportation of Military Tactical Vehicles from Camp Lejeune to New York, NY and back

Training Manager

May 2021 - April 2022

- Monitored, evaluated, and recorded training events for 250 employees
- Maintained first class bi-annual Physical Fitness tests for four consecutive years
- Offered/ nominated employees for specific training programs to help workers maintain or improve job skills

Accountant Assistant

February 2020 - May 2021

Total Control Electric, Green Bay, WI

- Checked figures, postings, and documents for correct entry, mathematical accuracy, and proper codes
- Operated 10-key calculators and copy machines to perform calculations and produced documents
- Compared manually maintained journals matched computed data

LEADERSHIP AND CERTIFICATIONS

- Transpiration of Hazardous Materials

March 2022 - March 2024