**Kevin DiMarco**

3940 Milkwood Crescent, L5N 8H2

(647) 339-5742

[kevin.j.dimarco@gmail.com](mailto:kevin.j.dimarco@gmail.com)

EDUCATION:

**Meadowvale Secondary School** Mississauga, Ontario 2008-2012

* Completed schooling in all university level courses

**Fanshawe College** London, Ontario September 2014 - April 2016

* General Business
* Completed program with 3.9 GPA

**Sheridan College** Oakville, Ontario September 2018 - December 2019

* Computer Programmer
* Completed program with 3.3 GPA

WORK EXPERIENCE:

Innovative Displays Mississauga, Ontario

**Laser / Cutter Operator**  January 2019 – Present

Responsibilities include:

Ikea Customer Distribution Center Mississauga, Ontario

**CDS Administrator** February 2017 – June 2019

Responsibilities included:

* Using multiple programs including Astro (M2/O2), Gemini, CNS, and C3 Centiro prepare paperwork for inbound and outbound deliveries.
* Coordinating with suppliers and transport companies to arrange and plan for inbound and outbound deliveries.
* Handle inventory adjustments and discrepancies.
* Communicate and coordinate coworkers, team leaders, and managers

**Warehouse** June 2016 – February 2017

Responsibilities included:

* Driving order picker forklifts to pick and build orders to be delivered to customers
* Driving reach lifts to raise and low packages to the upper racking
* Learning the computer operating systems designed for the warehouse

TRAINING:

* WHMIS – 2009, 2011, 2013, 2015, 2017, 2019
* Trained with Microsoft Office Suites (Excel, PowerPoint, and Word)
* Trained on Ikea software programs including Astro (M2/O2), Gemini, CNS, and C3 web