

ROBERT SMITH

Assistant Project Team Lead

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Hard working individual, eager to learn new ways and methods and willing to use acquired skills to increase productivity. Always punctual, able to multitask, responsible and organized, experienced in warehouse, sales, basic office and cash handling. Looking for career in the sales and merchandising industry, Able to identify areas of strength and weakness and implement company policies, standards change in operation and systems to optimize productivity and bottom line.

MARCH 2003 - 2020

ASSISTANT PROJECT TEAM LEAD - US SECRET SECURITY CLEARANCE

- Experienced with various telecommunications equipment including a linemans phone (aka butt-set), tone generators (toners) and probes, cable testers - including Fluke brand testers, fiber testers, and fiber termination kits.
- Experienced with various tools including splicers, screwdrivers, cutters, crimpers, pliers, and cordless tools.
- Performed break / fix troubleshooting of various communications medium.
- Checked the water levels and the pumping of manholes.
- Advanced experience with both Nortel and Avaya G3 phone switches (with Octel voice message.) Programming of phones and nightly backups.
- Assisted with 2nd Level Support (Desktop Support) when necessary for troubleshooting communications.
- Experienced with Telemate and ADAS software systems.

1999 - 2003

PROJECT TEAM LEAD - DELTA CORPORATION

- Complete merchandising tasks, which includes planogram assignments, clean presentations, implementing fixtures, signage functionality and product .
- Set new and relocated planograms and graphics to merchandising standards, complete planogram checklist and maintain a file system.
- Build new product displays and implement new technology displays Maintain and upkeep of store displays and assist store team including managers with .
- Project Lead Indianapolis IN 2016-2016.
- Led a team of consultants at the Veterans Health Administration (VHA) to support the design, development, refinement and maintenance of business .
- Crafted presentations, newsletter articles, and other collateral to market services and products across the VHA organization.
- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

Design Fundamentals Program - (Scotty's Auctioning School - Davenport, IA)

SKILLS

Project management, Problem solving.