HAYDEN COOK

Franklin, TN / haydencook97@yahoo.com

Portfolio URL: https://hayden-cook-portfolio.netlify.app

GitHub Profile: Hayden-Cook

Skills Summary

- Full Stack Software Development
- HTML, CSS, JavaScript, Node, React, SQL, MongoDB, and Express.js
- Problem Assessment & Solution Creation
- Project Management
- Microsoft & Google Suites
- Team Leadership

Education

Bachelor's of Business Administration: Management

University of Tennessee at Chattanooga – Chattanooga, TN

Full-Stack Software Developer Certification

University of Texas at Austin – Austin, TX

Experience

Forklift Systems, Inc

Used Equipment Coordinator / December 2022 – December 2024
- Update and maintain the entire used inventory for three branches.
- Process and complete all used equipment sales deals for FSI.
- Source and purchase equipment. Track all repairs through our shop/vendors.
- Create and keep Evernote files updated with documents related to sales.
- Use Click Up to build and distribute the used inventory to salesmen.
- Invoice customers for purchased equipment through EBS.

Forklift Systems, Inc

Field Service Coordinator & Shop Coordinator / December 2020 – December 2022
- Determine schedules, sequences, and assignments for work activities, based on work priority, quantity of resources, and skill of personnel.
- Creation and follow through of customer's workorders, jobs, purchase orders, & quotes.
- Team leader of the Northern Tennessee techs, and kept tracks of their jobs, statistics, goals, and daily labor.