

CONTACT INFO

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JONAH KRAGT

SUMMARY

I am an associate operations coordinator for CH Robinson in the Des Moines area currently living in Ames, Iowa. I am from Johnston, Iowa with a passion for design, technology and all of it's disciplines, content creation has always been a hobby of mine and I enjoy being creative.

EXPERIENCE

Associate Operations Coordinator at CH Robinson March 2021 to Present

- Produced detailed oriented work in a timely manner
- Consistently meet weekly goals set by supervisor
- Communicated with other team members and members of outside my team effectively and often
- Problem solve issues that arise in the logistics field
- Appoint loads both inbound and outbound through various methods
- Learn new SOPs and new methods to create peak efficiency
- Experience training new employees
- Adapted well to change in a fast paced environment

World Food Prize Foundation January 2020 to May 2020

- Created many Graphics for Social Media advertising the GWC internship
- Designed a flier advertising the 2020 Borlaug Field Award
- Created a brochure used at career fairs to advertise the GWC internship
- Designed the logo for the President's Blog
- Created a promotional deck of cards used as a gift for friends of the foundation.
- Assisted in many other formatting tasks such as typography on video slides and photo sizes.

ISU Dining Student Manager September 2015 to March 2020

- Coordinated meetings with all members of staff
- Implemented systems that made work more efficient
- Successfully bridge the gap between full time management and the student workforce
- Analyzed data to keep the store stocked with relevant product
- Manage inventory and orders
- Resolved workplace conflicts quickly and effectively
- Created work schedules and worked with staff on tasks and availability
- Taught staff procedures and tasks around the store
- Used design skills to create signage and other workplace notices around the store

HIGHLIGHTS

- Reliable, punctual, and professional
- Great communication skills both in person and electronically
- Excellent leader and multitasker
- Proficient in the Adobe and Microsoft Office suite of programs

ACCOMPLISHMENTS

- Taught students the various tasks around the kitchen without having to be told by management while a regular worker.
- Received a purple slip for my exemplary performance during my time at the commissary kitchen at ISU
- Accepted into the George Washington Carver Internship program with the World Food Prize Foundation
- Admitted into the graphic design program at Iowa State University in 2016

EDUCATION

Iowa State University 2015 - 2020 Graphic Design

Google UX Certificates

Codecademy Certificates