

## E-COMMERCE SUPERVISOR

### Summary

I am seeking a challenging position in management, where I can apply my experience to a company's objective and profits. I have a discipline approach to the task at hand and the ability to anticipate potential obstacles, which is contributed to a strong record of excellence for getting the job done safely. I am an optimistic & quick learner, I am safety conscious and have excellent organizational and multitasking aptitude. I currently plan and lead individuals in order to complete daily tasks in a timely and safe manner.

### Highlights

- Qualified to operate and train individuals on various equipment.
- Proficient in Microsoft Office
- Proficient in Exeter WMS
- Strategic planning
- Troubleshooting and problem solving
- Flexible
- Dedicated

### Experience

E-commerce Supervisor , 02/2015 to Current Company Name

- Plan and manage daily workload.
- Lead and develop employees through teamwork and create continuous improvement through employee engagement that supports the companies values.
- Continually looking for ways to improve quality, safety, and productivity and communicating those ideas throughout the network.
- Currently helping to organize and lead the Safety Committee

Co-Owner , 01/2006 to 01/2010 Company Name

- Develop and manage projects and budgets
- Experience in Real-estate law and procedures, contact with city offices, screen and select qualified renters.
- I continue to buy/renovate and rent out homes without a business name.

E-commerce Coordinator , 03/2003 to 02/2015

- Continuously directing and leading individuals to complete the objective.
- Sharp organizational skills preparing work assignments.
- Fostering teamwork by being enthusiastic and having a positive energy.

Agriculture Worker , 01/1998 to 01/2007 State

- Manage & maintain heavy farm equipment.
- skills gained- responsibility, flexibility, self-determination and confidence.

### Education and Training

Electrical/Electronics Engineering Technology, AAS Presently attending Owens Community College - City , State GPA: 3.93

2012 Active Participant in the 5S program

2010 Owens Community College - Toledo OH -Photovoltaic Certification

2007 Training Assistant Position Workshop

2006 Online/Phone course for Mentors of America

2004 Participated in Best Buy Lean Team

Graduate : 1998 Riverdale High School

### Skills

attention to detail, continuous improvement, logistics, excel, power point, word, network, internet  
research, organizational skills, , safety, teamwork