

Nolan Reda

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Professional Experience

Operations/Logistics Coordinator and International Sales

Sealboss Concrete Solutions

10/2023 – present
Santa Ana, United States

- Manage Warehouse workflow and task assignment
- Purchasing
- Logistics and supply chain coordination
- All internal reporting
- Assist customers in product knowledge
- Assist sales team with invoicing, customer interaction
- Cover sales associate territories in case of absence
- Act as international sales team member and earning commission
- Assist with mechanical pump assembly(One of only 2 employees with that knowledge)
- Negotiate shipping contracts with outside logistics reps

Full-Charge Bookkeeper

Jinher, Inc.

05/2023 – 09/2023 | Chino, USA

- Manage Company Finances
- Full Charge Bookkeeping (AP/AR, financial reconciliation, tax preparation)
- Payroll Management
- Manage administrative staff directly under company President and Owner
- Assist in management of operations including project planning, purchasing, maintaining CGMP and NSF compliance

Web Dev Instructor

LearningFuze

10/2022 – 05/2023 | Irvine, United States

- Assist students through web development challenges and project development in assistance to lead instructors.

Finish Construction Lead

Impact Housing Inc

03/2022 – 05/2022
Yorba Linda, United States

- Led team of 7 people in 3 trades
- Coordinated timelines, work schedules and deadlines and hands on work with team projects.

Marketing Intern

Crorama Inc

08/2019 – 02/2020 | Brea, United States

- Worked with brands such as Elite Sports MMA , Viking Bags Motorcycle Gear and Born Tough Clothing
- Worked on influencer campaign making deals involving social media posts about brands and reviews
- Worked with UFC fight promotor teams to secure advertising and representation

Cabinet Assembler

Glidewell Laboratories Inc

04/2016 – 05/2019
Newport Beach, United States

- Built and installed cabinets for a large scale campus

Assistant Facilities Director

Nekter Juice Bar

06/2015 – 06/2016
Santa And, United States

- Counted and management inventory
- Management of equipment used for 15+ locations

Skills

Management

Stage-by-stage planning, team management, multi-team cooperation, large scale event planning, managing deadlines and work schedules

Web Development

HTML, CSS, JavaScript(ES6), React.js, PostgreSQL, Node.js, Express.js,

Marketing/Advertising

Google Ads, Amazon Sellers Central, Wix SEO Tools, Social Media Proficiency, Google Merchant Center

Business/Accounting

Above Proficient in Microsoft Excel, GAAP Accounting, Xero, QuickBooks Online, QuickBooks Desktop, Microsoft Office Suite, Google Workspace, Microsoft SharePoint, Alpha 5, Sage 50/Peachtree

Tools

Figma, Lodash, GitHub, Bootstrap CSS, Chart.js, Argon2, AWS-S3, Babel, Webpack,

Logistics/Operations

LTL, UPS SCS, WorldShip, Forklift Operation, Project and Work Timeline Coordination

Projects

Pegasus Deck Builder

Solo developed front-end web app to build and price unique card decks

- Designed wireframe using Figma tools to reduce amount of restructuring of design in code
- Populated data required for card searches from YGO Pro's public API using jQuery AJAX method
- Utilized local storage data model to save API requests and use it diversely across multiple phases of development and user interaction.

Education

Orange Coast College

Associate of Science in Business Administration
Concentration in business law, accounting, and economics

01/2019 – 12/2021

LearningFuze Accelerated Web-Development Program

800+ hours of programming in a 14 week simulated Agile work environment

05/2022 – 08/2022

California State University

Pursuing Bachelor of Science in Accounting

present

References

Salvador Solis, Marketing & Sales Director, WCCT Global
Salvador.Solis@wcct.com, (714) 388-5676

Ahsen Bajwa, Lead Accountant, The Code Corp
ahsen@thecodecorp.com, (714)350-4515

Brett Albright, Lead Instructor, LearningFuze
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