Fulfillment Associate Fulfillment Associate Sewaren, NJ Authorized to work in the US for any employer Work Experience Fulfillment Associate Amazon Fulfillment Associates - Carteret, NJ September 2018 to Present Verify inventory counts. Sales Account Executive Monroe Aerospace - Palm Coast, FL May 2016 to December 2017   Effectively manage all aspects of customer accounts

 Negotiate pricing based on quantity and delivery   Provided quotes based on customer requirements   Parts brokering/Sourced hard to find parts   Processed orders, expedited material Increased sales on top account by 150,000.00 Purchasing Manager CTI Aviation - Pompano Beach, FL August 2013 to May 2016   Contract review.   Negotiating pricing with vendor; based on quantity and delivery.   Placing purchase orders, order follow-up.   Expediting delivery.   Interacting with vendor on problem orders, quality issues, and billing issues. IT Analyst July 2011 to May 2016 Maintain, repair and update all computer systems.   Data migration from old CRM to new CRM. Evaluate software to help simplify business processes.   Set up new accounts and users.   Virus removal. Quality Manager September 2012 to August 2013   Lead internal process auditor for AS9120/ISO9001 certification.   Ensure quality processes were being followed in every aspect of the business.   Participated in the Management review process.   Updated business processes and assisted in keeping the quality manual current.   Shipping, receiving and inspection of parts. Verify shipments were received with proper documentation and certifications if required. . Process auditor. Computer Consultant Self Employed - Pompano Beach, FL February 2006 to July 2011 Maintain customer computer systems   Data migration   Work with vendors on new software implementation   Upgrading and repairing workstations and servers   Virus detection and removal Database Administrator GTECH CORP - Boca Raton, FL January 2001 to January 2006   Monitored databases for performance degradation   Developed database back end for software systems that were being programmed for use in the call center   Plan, coordinate and implement security measures to safeguard information in computer files against accidental or unauthorized damage, modification or disclosure.   Work as part of a project team to coordinate database development and determine project scope and limitations.   Specify users and user access levels for each segment of database.   Responsible for the upgrade of production, development, training and the

QA databases.   Develop methods for integrating different products so they work properly together such as customizing commercial databases to fit specific needs.   Develop data model describing data elements and how they are used.   Revise company definition of data as defined in data dictionary. Helpdesk Manager GTECH CORP March 2000 to September 2003   Instituted a help desk for the call center and remote sites using our applications   Trained 7 support technicians in first and second tier support and proper troubleshooting procedures.This enabled the software engineers to become more efficient and productive upgrading applications and exploring new technologies.   Scheduled staffing   Training of personnel to monitor the system for equipment failure or performance degradation   Created proper escalation procedures Information Systems Analyst GTECH CORP June 2000 to January 2001   Test, maintain, and monitor computer programs and systems, including coordinating the installation of computer programs and systems.   Provide staff and users with assistance solving computer related problems, such as malfunctions and program problems.   Coordinate and link the computer systems within an organization to increase compatibility and so information can be shared.   Determine computer software or hardware needed to set up or alter system.   Train staff and users to work with computer systems and programs.   Recommend new equipment or software packages.   Interview or survey workers, observe job performance or perform the job to determine what information is processed and how it is processed.   Implemented Microsoft Terminal server; saved time and manpower when updating applications. Network Administrator GTECH CORP December 1999 to June 2000   Analyze network data to determine network usage, disk space availability, or server function.   Configure security settings or access permissions for groups or individuals.   Evaluate local area network (LAN) or wide area network (WAN) performance data to ensure sufficient availability or speed, to identify network problems, or for disaster recovery purposes.   Identify the causes of networking problems, using diagnostic testing software and equipment.   Install or repair network cables.   Perform routine maintenance or standard repairs to networking components or equipment.   Troubleshoot network or connectivity problems for users or user groups.   Back up network data.   Provide telephone support related to networking or connectivity issues. PC/LAN Technician GTECH CORP

December 1998 to December 1999   Repair workstations   Update workstations with latest operating system software   Deploy new applications Education Earned credits towards a degree in Accounting Middlesex County College - Edison, NJ March 1985 Skills Microsoft Office (10+ years), Windows (10+ years), Quantum (1 year), Microsoft SQL (6 years), AdeptSQL diff (6 years), Quotewerks (5 years), Account Management, MS Office, Data Entry, Sales, Warehouse Associate, Shipping Certifications/Licenses ITIL Present driver's license

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