

Modular Team Member/Stocker Modular Team Member/Stocker Modular Team Member/Stocker - Walmart Greenwood, IN Authorized to work in the US for any employer Work Experience Modular Team Member/Stocker Walmart - Greenwood, IN 2014 to Present Reset modulars to include new product on shelves, including removal of old or deleted products and adjusting shelves or peg hooks as needed. Quickly and cleanly stock new product to the salesfloor, maintaining a presentable and well stocked store. Worked exclusively in frozen food for over a year, stocking product and binning overstock in freezer. Acted as frozen department manager for a time. Network Administrator Pet Vaccination Clinic, LLC - Indianapolis, IN 2011 to 2013 Built a small business network of computers (between 10 and 15 machines). Maintained network, fixed any issues employees had with PCs or printers. Veterinary Technician Pet Vaccination Clinic, LLC - Indianapolis, IN 2010 to 2013 Assisted Veterinary Doctor miscellaneous tasks. Helped out with the day-to-day operations of the clinic. Readied vaccinations, filled out paperwork, talked to customers, and held animals for vaccination. Education Associates in Computer Information Technology Ivy Tech Community College 2009 to 2013 Skills Microsoft Office Suite (10+ years), Computer Repair (10+ years), Retail (5 years), Data Entry (5 years) Additional Information Traits and Skills Experienced in data entry, and fluency in utilizing Microsoft Excel, Access, PowerPoint, Word, Outlook 70WPM typist Skilled with computers/ networks, with emphasis on troubleshooting and repair Experience with verity of operating systems, including: Windows XP (Advanced), Windows 7 (Advanced), Windows 8 (Intermediate), Windows 10 (Intermediate), Linux Ubuntu (Intermediate) Familiar with hand-held systems Strong attention to detail, organizational skills, problem solving and decision making skills Analytical reasoning, independent problem solving Situational adaptability, task management and multitasking ability in constantly changing environments Comfortable in cold, freezer environments Retail customer service experience

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