Operational Logistics Analyst Operational Logistics Analyst Operational Logistics Analyst -Interglobo East Meadow, NY Work Experience Operational Logistics Analyst Interglobo - Roslyn Heights, NY July 2016 to Present Extensive administrative work utilizing primarily Microsoft Excel, Access, and Quickbooks, along with proprietary programs Manifesting invoices and generating documentation for a variety of different customers, ensuring that the company's finances and records are in order and utilizing relational data analysis in the process Providing extensive technical assistance to both customers and steamship companies via both a multi-line phone and email Organize and oversee the handling of many large imports from various countries and continents, requiring both pragmatism and flexibility Junior Python Developer Citibank - New York, NY May 2014 to August 2015 Utilized Python to perform various tasks as efficiently as possible in a team setting during the seasons off from University Developed scripts within their API to handle tasks such as user notifications and alerts, and retrieval of user account data Used relational databases for querying and light database design, working in tandem with developers, QA and release teams for projects of varying scope Programming Intern Craftwell - Westbury, NY May 2013 to August 2013 Worked in tandem with a team of developers bug testing and programming electronic die cutting machine firmware Ensured the hardware and software were performing properly before pushing through any updates or fixes to the product's firmware Communicated with colleagues and management in order to meet strict deadlines Prioritized current tasks to ensure that the most pertinent fixes were implemented before any less necessary changes Education Mathematics Binghamton University - Binghamton, NY September 2011 to May 2016 Skills SQL, Excel, access, Python Links http://linkedin.com/in/zhaught1

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