



PROFESSIONAL SUMMARY

Focused professional knowledgeable about devising innovative solutions to diverse business concerns and goals. Strategic and forward-thinking leader with self-motivated and tactical mindset. Excellent relationship-building and critical thinking skills with determined and decisive nature. Well-qualified Logistics Coordinator proficient in handling complex customer issues and promoting positive experiences. Efficiency-driven and organized with team-oriented mentality and dedication to customer satisfaction, business goals and sales excellence. Skilled in coordinating documentation and handling payments.

To further my education, I've taken a full-stack coding bootcamp and have become proficient in the following:

Front-End Technologies:

- Proficient in HTML5, CSS, and JavaScript
- Experience working with APIs and integrating them into applications
- Familiarity with responsive web design using Bootstrap
- Competent in version control with Git

Back-End Technologies:

- Skilled in server-side development using Node.js and Express.js
- Proficient in database management with MySQL and Sequelize ORM
- Experienced in implementing the Model-View-Controller (MVC) architectural pattern
- Knowledgeable in unit testing with Jest

Performance Technologies:

- Familiarity with NoSQL databases and MongoDB
- Experience in building Progressive Web Applications (PWAs)
- Proficient in working with Mongoose for MongoDB integration
- Exposure to GraphQL for efficient data querying
- Competent in building dynamic user interfaces with React and the MERN stack
- Understanding of state management in React applications

SKILLS

- Responsive Web Design
- SQL integration
- Testing and debugging
- HTML
- Object-Oriented Programming
- Familiarity with SQL

EXPERIENCE

Logistics Coordinator April 2022 - Current
DuraServ Corp. | Carrollton, TX

- Drafted shipment BOLs, packing lists, invoices and shipping labels.
- Communicated with carriers to confirm delivery windows and reduce shipment delays.
- Tracked and traced in-transit loads to stay updated on shipment status.
- Supported customers by maintaining positive business relationships with key personnel and consistently meeting needs.

Inventory Control Analyst December 2020 - January 2022
Callaway Golf | Roanoke, Texas

- Reconciled physical counts with digital records and resolved discrepancies.
- Maintained excellent inventory organization and kept all products accessible.
- Kept inventory records updated and prepared standard reports for management review.

Inventory Control Specialist September 2015 - December 2020
HD Supply | Flower Mound, Texas

- Resolved inventory discrepancies, located missing products and traced recordkeeping errors.
- Coordinated and monitored automated stock transfers between departments and off-site locations.
- Kept products correctly labeled and immediately corrected problems for optimal inventory control.
- Managed inventory cycle counts and full inventory counts with full results reports to finance.

EDUCATION

Certification February 2024
Southern Methodist University, Dallas, TX

Associate in Arts (A.A.) May 2015
North Central Texas College, Corinth, TX