

ANDREW BOYLE

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Leader and collaborative worker with cross-functional, analytical and creative problem-solving abilities.

Action oriented, big picture thinker with a strong business acumen.

JAVASCRIPT

HTML

CSS

EXPRESS/NODE

TEAM MANAGEMENT

PROJECT MANAGEMENT

EXPERIENCE

MASS ELECTRONICS

RICHMOND HILL, ON

JAN. 2017 - DEC.2020

DISPATCHER

- Daily interactions with clients
- Booking installations/scheduling system utilization
- Deploying/creating marketing materials
- Basic website maintenance
- Client care

RAY WHITE CONTRACTING

TORONTO, ON

OCT. 2015 - NOV. 2016

HEAVY MACHINE OPERATOR

- Operation of various heavy machinery such as: skid steers, excavators, back hoes, packers, bulldozers, etc
- Execution of Blueprint's
- Shipment of heavy machinery
- Daily interaction with site superintendents
- Arborist
- Data logging of various trucking companies
- Basic maintenance of machines

AURORA LANDSCAPE

AURORA, ON

OCT. 2011 - NOV. 2014

MANAGER

- Lead execution of design plans
- Sourcing and buying of materials
- Leadership and management of up to 5 entry to mid level employees
- Transport of heavy machinery to job sites
- Management of customer requests
- Customer service representative

HUMBER COLLEGE ARBORETUM

TORONTO, ON

OCT. 2011 - NOV. 2014

LANDSCAPE TECHNICIAN

- General landscaping duties, have machinery operations, interlocking, wood working, masonry, etc

COCA COLA

TORONTO, ON

JUNE 2011 - SEPT. 2011

ROUTE DISPATCH SPECIALIST

- Data entry
- Geo-coded thousands of client locations across Canada for efficient shipment routes
- Used software to virtually stock trucks for weight distribution purposes

- Used software to pull information and build operation reports for various VP's.

ENBRIDGE GAS DISTRIBUTION

TORONTO, ON

APRIL 2010 - AUG 2010

GOVERNANCE AND INTERNAL CONTROLS

- Daily meetings with managers to establish business processes for each department
- Reviewed existing processes to determine future relevancy
- Analyzed and reconciled accounting finance records to sort out discrepancies
- Compiled hard copies of reconciled data into binders to be sent off to an external audit team

EDUCATION

FULL-STACK CODING BOOTCAMP (MERN Stack), UNIVERSITY OF TORONTO	TORONTO, ON	2021
ADVANCED DIPLOMA, BUSINESS ADMINISTRATION, HUMBER COLLEGE	TORONTO, ON	2014

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