

Clyde E. Bledsoe, III

5649 Sycamore Ridge Dr. • Memphis, TN 38134 • 901-219-9312 • clyde.bledsoe@yahoo.com

EDUCATION

Code School, January 2019
Expected Completion Date: June 2019
Code Crew

SAP, September 2015-March 2016
Open SAP

Java Programming and Software Engineering Fundamentals Certification
Completion Date: November 2016
Coursera Online Courses

CERTIFICATIONS

Programming Foundations with JavaScript, HTML and CSS
Completion Date: June 2018
Coursera Course Certificate

COMPUTER SKILLS

Business Tools
Microsoft Word, Excel, and Power Point
Computer Languages: Java Script, HTML, CSS, Python, iQuery

EXPERIENCE

Administrative Assistant, February 2018 – January 2019
FedEx Express

- Assist manager in preparing shift documentation
- Inspect incoming aircraft loads and document their conditions
- Document and report flight delivery times to ensure timely arrival

Material Handler, June 2016 - February 2018
FedEx Express

- Transported goods from aircrafts to package sorting area
- Operated tug vehicles in order to assist different areas of the hub

Supervisor, June 2016
United Parcel Services

- Maintained truck loading areas
- Assigned loads to other team members
- Ensured that trailers were packaged correctly and sent out on time

Team Leader, October 2013-June 2016
United Parcel Services

- Arranged work space in the hub
- Loaded freight on to trucks

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