

# Austin de Boer

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## EXPERIENCE

### NORTHERN TOOL

#### *Mail Order Picker*

Savage, MN  
July 2022 - Present

- Load pallets onto outbound retail trucks.
- Package and load direct to customers' orders.
- Pick product for either customers or retail stores a "cherry picker".
- Return product to inventory.

### BAKER TILLY

#### *Seasonal Tax Preparer*

Remote  
January 2022 - April 2022

- Prep and organize tax documents for data entry
- Prepare taxes for clients of all filing statuses
- Knowledge of current tax rules and status
- Audit and reconciliation of data entries
- Investigate and research mismatched data

### AMAZON

#### *Warehouse Receive Associate*

Shakopee, MN  
August 2016 - September 2021

- Manage critical support in delivering excellent quality to our customers. Following Amazon's internal protocols using their inventory control tools, I efficiently checked products to ensure high confidence matching between physical and virtual inventory resulting in our maintenance of low defects per million orders of <5%, topping other fulfillment centers.
- Trained in multiple roles to support both inbound and outbound functions. Due to dynamic experience and high performance, I was selected to train and onboard new employees at new fulfillment centers across the US.
- Responsible for quality control, including identifying defects and resolving inventory issues important for maintaining the efficient and smooth operation of the facility.

### COMPASS AIRLINES

#### *Line Stores Clerk*

Minneapolis, MN  
January 2011 - 2016

- Managed inventory, including receiving, ordering, counts, maintaining tools, Hazmat, and reports.
- Onboarded new store employees and responsible for managing orders of commonly used inventory
- Processed hazardous goods and international manifests for shipment.

## EDUCATION

### KENZIE ACADEMY

#### *Certificate in Front End Web Development*

Remote  
July 2020 - February 2021

- Intensive 6-month technical certificate in front-end structures and implementation
- Developed proficiency in HTML, CSS, JavaScript, React, and GIT

### MINNESOTA SCHOOL OF BUSINESS / GLOBE UNIVERSITY

Richfield, MN  
2008 - 2011

- Coursework: Associates Degree in Accounting / Tax Specialist

### MINNEAPOLIS BUSINESS COLLEGE

#### *Accounting / Tax Specialist Technical Diploma*

Roseville, MN  
2007 - 2008

- Coursework: Business Accounting, Finance Accounting, Tax Accounting

## ADDITIONAL

- **LANGUAGES:** HTML, CSS, Javascript, React, Node.js, TinTin++
- **PLATFORMS:** Git, vscode IDE, Slack, Google Workspace, Google Cloud Platform, MS Office, Social Media Marketing, CCH Axxess, GoFileRoom
- **HOBBIES & INTERESTS:** Practice coding in TinTin++ for 3k mud, gaming, building computers, and traveling, home improvement