

# Steven Kurt

Smithtown, NY 11787

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## Work Experience

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### **Parts Specialist**

Bi-County Auto Body - Smithtown, NY

April 2022 to Present

- Take in deliveries from multiple companies and properly sort and organize them job specific
- Give body-men the proper parts needed to complete jobs
- Utilize company's computer software "CCC-One" to input part delivery data incoming and outgoing

### **Delivery Driver**

Wheelz Up LLC. - Smithtown, NY

July 2021 to March 2022

- Load and unload deliveries and neaten warehouse when not on route runs
- Sort each order and deliver to the proper shop that requires the product
- Take in pallet deliveries from freight trucks and disperse them throughout the warehouse

### **Junior Mechanic**

Cooltemp Mechanical Corp. - Commack, NY

March 2019 to July 2020

- Unload deliveries and neaten the shop warehouse
- Install central air conditioning units in residential and commercial buildings
- Drive to warehouses to pick up deliveries and drop off at the work site
- Service thermostats and air conditioning units

### **Freight Team**

Home Depot - Smithtown, NY

May 2018 to December 2018

- Unload the freight truck each night
- Sort each piece of freight onto the correct pallet
- Move each pallet into its appropriate area throughout the store
- Pack out freight throughout the night

### **Seasonal Apprentice**

Local Union No #3 - Queens, NY

May 2017 to September 2017

- I would help with the needs of electricians throughout the span of the day
- Bring in deliveries of materials every morning
- Open and close up shop at the beginning of every day and end of each afternoon

## **Sales Associate**

Dicks Sporting Goods - Commack, NY

April 2016 to February 2017

- Helped with the needs of customers with amazing customer service
- Used all of my knowledge to figure out what the customer specifically needed and closed the sale
- Would work overnights and bring freight in as well as organize the store

## Education

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### **Bachelor's degree in Computer Science**

New York Institute of Technology - Old Westbury, NY

January 2022 to Present

### **International Baccalaureate in Classes**

Suffolk County Community College - Selden, NY

January 2017 to December 2019

### **High School Diploma**

Hauppauge High School - Hauppauge, NY

September 2012 to June 2016

## Skills

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- Ability to work under pressure
- Self-motivated
- Excellent written and verbal communication skills
- Responsible
- Hardworking
- Vast knowledge of HVAC installation
- OSHA 10 Certification
- Vast warehouse experience
- Delivery Driver Experience
- Customer service
- Computer skills
- Computer literacy
- Java

## Certifications and Licenses

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### **OSHA 10**

### **Electric Pallet Jack Certification**