Gerrett Durbin

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# Introduction

| I’m a highly motivated problem solver. I’m very flexible and able to adapt to change. I have great people and communication skills. I enjoy solving problems and improving work processes. |
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# Skills & Abilities

| Hard working and dedicated. I work well with others and I also work well with little supervision making sure to complete tasks on-time. I have great computer skills that include Microsoft Office, SAP, Oracle, and other internet applications. |
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# Experience

| 08/1999 – 04/2019 | Transportation Coordinator,  ACCO Brands USA LLC   * Coordinated transportation for outbound shipments. * Created/organized customer orders for outbound shipping. * Communicate with management/teammates to make sure orders were shipped   on-time and that customer requirements were followed. |
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# Education

| Class of 1998 | High School Diploma,  Rancho Cucamonga, CA,  Rancho Cucamonga High School |
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