

# Mark Maxwell

Receiving Manager

## Personal Info

### Location

Wilmington, NC 28403

### Phone

919-633-8378

### E-mail

mark.maxwell2@outlook.com

### Date of birth

1990-02-26

### GitHub

<https://github.com/ilosethegame>

### LinkedIn

[www.linkedin.com/in/markamaxwell2](http://www.linkedin.com/in/markamaxwell2)

## Skills

Google Adwords Certified - Search Network

Web Development - MEAN Stack

Web Development using CMS

Email Marketing - Started and maintaining email marketing campaign for a client.

Facebook Marketing - Increased client's organic post reach by over 1000% in last month.

Problem Solving - Great critical thinking abilities.

Self-motivated and self-taught web developer and digital marketer with a passion for technology. Adept at multi tasking and learning new technologies quickly and thoroughly. Constantly learning the latest and greatest ways to increase sales and success for any business.

## Experience

2015-08 - present

### Receiving Manager

*Bed, Bath, and Beyond*

- Efficiently train associates to properly and safely receive, price, and process freight in a high volume store
- Ensure that stockroom is always clean, organized, and safe
- Communicate with store managers about daily shipments ,as well as, planning and executing procedures for handling overstock
- Print, organize, and fix potential inventory errors in all paperwork for daily shipments
- Actively communicate with store managers, backstock employees, replenishment employees, and receiving employees to ensure a smooth multi-faceted team

2015-01 - 2015-05

### Environmental Foreman

*Mirror Image Environmental Solutions*

- Supervise the execution and completion of confined space entries, sludge-outs, sand spill clean-ups, on-site radiator washes, and emergency response for environmental spills in the oilfield
- Establish and maintain communication with on-site safety supervisors and on-site oil company supervisors
- Demonstrate the ability to problem solve, adapt to potential on-site issues, and safely complete jobs under time constraints, in extreme weather conditions, and potential dangerous working environments
- Supervise decontamination and proper storage of all equipment including company vehicles.
- Perform and document regular equipment checks to ensure safety of all equipment currently in use
- Ensure all technicians and/or CDL truck drivers have all safety equipment necessary for safe completion of jobs
- In charge of training technicians on use, care, and storage of all equipment, as well as, any additional on-site training not provided by general oilfield training establishments
- Fill out necessary paperwork on starting, completing, and improving methods of all jobs
- Be available at all times in the case of emergency response calls

2012-06 - 2015-01

### Fluid Technician Manager

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- Wrote standard operating procedures for fluid technician position within Halliburton truck wash bay
- Trained technicians to accurately and safely check all fluids on Halliburton fracking equipment and if necessary, fill to proper levels
- Supervise technicians to ensure all fluids are properly filled and documentation of services is completed

2011-09 - 2012-06

### Tire/Lube/Alignment Technician

*Precision Tune Auto Care*

- Performed 21-point inspection on all vehicles
- Proficient in minor engine repair, tire mounting, balance, and 4-wheel alignment

- Performed all services efficiently and safely

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## Education

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2018-05 - present	<b>Digital Marketing Blueprint by Seth Hymes</b> Currently enrolled in Digital Marketing Blueprint course that teaches Google Adwords/PPC, Facebook Marketing, SEO/SEM skills
2017-05 - present	<b>freeCodeCamp, Udemy, Youtube</b> Studied web development on freeCodeCamp for about 8 months using their curriculum for Front End Web Development. Used YouTube tutorials for some practical use of this knowledge. Completed the Web Developer Bootcamp on Udemy in March 2018, as well as, two courses on Angular Development in March and April 2018.
2008-08 - 2009-05	<b>University of North Carolina at Pembroke</b> Major in Nutrition