
NADARIO SEAYS

Lithonia, GA | 470-265-9368 | nadario.seays@gmail.com

PROFILE

Aspiring claims adjuster ready to provide excellent customer service, cultivate lasting business relationships with internal and external partners and quickly learn difficult concepts and procedures. Meticulous U.S. Marine Veteran with strong work ethic and commitment to complete projects. Holder of principle adjuster's license.

SKILLS

Customer Service | Root Cause Analysis | Problem Solving | Communication | Negotiation | Data Analysis
Project Management | Records Management | Relationship Development | Logistics Management
Technology: Linux | macOS | Windows | Microsoft Office – Word, Excel, Outlook

EXPERIENCE

Inventory Control Manager 2020 – Present
Texas Pipe and Supply – Decatur, GA

- Demonstrate ability to complete progressively responsible roles by securing promotions from assistant shipping manager and inventory control supervisor.
- Maintain cross-training in all warehouse positions to fill roles during section leader absences.
- Contribute to organizational efficiency by collaborating with multiple departments to process high-priority orders.
- Prevent order backlog formation by processing large orders with more than 40,000 pounds of materials.
- Perform branch inventory management on all available materials for sale and verify material authenticity.
- Serve as safety officer to perform safety meetings and fire drills, inspect emergency equipment, and maintain resources and training manuals in corporate Safety Coordination Book created with self-initiative.

Shipping/Receiving/Training Technician 2011 – 2020
Texas Pipe and Supply – Stone Mountain, GA

- Managed three team members on organizational procedures in partnership with UPS.
- Trained all new incoming associates on organizational policies, systems, and procedures.
- Coordinated logistics for 20+ LTL organizations.
- Processed returns from customers to inspect materials for damage and confirm match to attached documents.
- Resolved issues of disgruntled customers using empathy, communication and problem-solving capabilities.

Property Field and Desk Adjuster (Contract) 2018 – 2018
First Acceptance Insurance Company of Tennessee – Knoxville, TN

- Approached by colleague to complete training for property field adjusting residential and auto claims for wind and hail damage across southern Tennessee region.
- Received supervision while processing commercial and farm policy claims related to water/fire/mold mitigation & restoration, business interruption, property and liability.
- Transition to remote property desk adjustment role to review and complete both residential and commercial property claims for damage related to vandalism, water, fire, hail and wind.

United States Marine 2008 – 2011
U.S. Marine Corps – Washington, DC

- Deployed knowledge of Microsoft Office Suite to maintain accurate records for equipment valued over \$1 million.
- Monitored and completed transfers for over \$100 million in equipment to various departments with a 0% loss.
- Purchased \$500,000+ in equipment and materials to support future mission success.
- Scheduled equipment service calls to ensure team members were properly equipped to complete assignments.
- Provided training and leadership to team members while navigating routine and complex circumstances.

EDUCATION

Master of Science in Information Technology, American Intercontinental University 3.5 GPA
• Specialization in IT Project Management

Bachelor of Science in Information Technology, American Intercontinental University 3.95 GPA
• Specialization in Software Analysis and Development

CERTIFICATIONS

Principle Adjuster's License – License Number 2778752 | **State Farm Certification**