

Barrett Tucker

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WORK EXPERIENCE

Charter Bank

Dec. 2016 – Aug 2017

Statement Rendering Assistant

West Point, GA

- Operate various types of equipment, such as computer scanning equipment, addressographs, mimeographs, optical character readers, and bar-code sorters.
- Do routine maintenance on machines as well doing on the spot trouble shooting.
- Check items to ensure that addressed are legible and correct, that sufficient postage has been paid or the appropriate documentation is attached, and that items are in a suitable condition for processing.
- Weigh articles to determine required postage.
- Load and unload mail trucks, and lifting containers of mail onto equipment that transports items to sorting stations.
- Occasionally provide customer service regarding errors with their information in the bank's database.
- Bundle, label, and route sorted mail to designated areas depending on destinations and according to established procedures and deadlines.

EDUCATION

LaGrange High School

Graduated May, 2014

LaGrange, GA

- Graduated with honors
- Section Leader of the Marching Band

Kennesaw State University

Expected Graduation in May, 2020

BS in Computer Science

Marietta, GA

SKILLS & INTERESTS

- **Skills:** Proficient with Microsoft Office, Experience with Mac OSX and IOS, Can type at 70 WPM, Experience with Java and Object Oriented Concepts
- **Languages:** English and Beginner Level Japanese
- **Interests:** Learning Japanese, Playing guitar, Playing piano, Rock-climbing, Playing video games, Touring Breweries and sampling different beers, and College football.