

Matthew Stahulak

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(331)-643-9144

EDUCATION

University of Missouri

Bachelor of Science in Business Administration

Emphasis: Management

Certificates: Global Supply Chain Management, Information Systems & Technology

Expected Graduation Date: December 2022

LANGUAGES AND TECHNICAL SKILLS

- CargoWise Certified Professional (CCP)
- SQL
- Python
- General troubleshooting of MacOS and Windows operating systems

EMPLOYMENT HISTORY

RIM Logistics

May 2022 – Present

Roselle, IL

Technology Support Specialist

- Receives tickets from employees from all company branches and troubleshoots/solves their specific issues within CargoWise
- Creates and customizes documents/reports within CargoWise and updates them to requested conditions
- Manages CargoWise portion of onboarding and offboarding new and leaving employees

RIM Logistics

May 2021 – May 2022

Roselle, IL

Intern

- Tracked and traced ocean FCL and LCL cargo and updated ETD, ETA, ATD, ATA data within CargoWise
- Received master bills from ocean carriers and processed freight payments through CargoWise
- Assisted job operators with day-to-day tasks such as data entry and document allocation

University of Missouri Student Employee

August 2020 – November 2020

Columbia, MO

Information Technology Support Runner

- Received requests from campus facilities in need of technological support and provided service to their needs
- Kept count of inventory of extra university-owned laptops, cords, computers, etc. and moved them to surplus