

Nicholas Licata

nicholas.licata730@gmail.com

(856)-236-8948

Cherry Hill, NJ

Work Experience

Imperial Towing and Transport

April 2011 - December 2020

Account Representative

Cherry Hill, NJ

- Point of contact for assigned accounts and customers
- Schedule loads for pickup and delivery with assigned accounts and customers
- Dispatch loads to transporters
- Instruct transporters to operate mobile applications required by accounts

Champion Window

April 2021 - Present

Production Support Specialist

Berlin, NJ

- Accurately par sales contracts using measure forms
- Enter all new installation orders into the ordering system
- Audit the files that come through and contracts to ensure accurate information
- Upload all documents to electronic storage file
- Organize and maintain customer records
- Enter customer, job related, and order information into necessary all databases

Education

Camden County College

2017 - 2019

Addictions Counseling

Blackwood, NJ

Technical Skills

- HTML
- CSS
- Javascript
- React JS
- Git/Github

Interests

- Music, art, weightlifting, football, basketball