

Tyler Rolling

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Summary

Summary of Skills

- Knowledgeable of Microsoft Office and computers
- Knowledgeable of Salesforce
- Work well in stressful environments
- Capable of 60+ WPM
- Consistency in Communication
- Effective Time Management/Organization
- Confidentiality
- Experienced in background processes regarding Dealership operation
- Experience in Finance/Account management
- Effective and thorough communicator
- Experienced in Retail
- Flux Core/Stick Certified Welder
- Possess experience in framing, carpentry, painting.
- Punctual

About Me:

I've had my hand in a little bit of everything, from manual labor and running a fast-food kitchen, to handling high profile accounts for car dealerships on the software end. I'm always up for a new challenge, or a new way to grow and develop. My interests are all things creative and nerdy. Reading, writing, illustration, video games, running and playing dungeons and dragons. From creation to consumption, if it has a nerdy tag, I'm probably fascinated with it!

Experience

Book Seller/Buyer

halfpricebooks

Jul 2023 - Oct 2023 (4 months)

Bought mixed media from independent sellers within company parameters, and repairing them for resale.

Shelved, loaded, and unloaded media as proper, and sold or disposed of media in a way that is customer friendly and environmentally aware.



Fitter/Welder

Steel America

Apr 2021 - Feb 2022 (11 months)

Beginning as a Fitting Helper I handled HSLA-65 steel and assisted in grinding, cutting, burning, measurement and fit up on Federal Contracts.

After several months and qualifying in both Stick and Flux Core Wire welding, continued assisting fit ups as well as welding, and carbon arc cutting when necessary.

Additionally certified in respirator and harness safety, and experienced fitting and welding in confined spaces/from scissor lifts/manlifts.

Retail Specialist

Super Galactic Games and Comics

Jun 2020 - Mar 2021 (10 months)

Assisting in the sale and purchase of comics, video games and consoles, trading cards, and adjacent objects of pertinent interest. Managing inventory, electronic maintenance/repair, object value grading, customer service and event scheduling/implementation all key in the success of the store as well as nurturing an environment of comradery in the local area.



Account Specialist

CDK Global

Feb 2019 - Apr 2020 (1 year 3 months)

and implemented Customer Resource Management software to the specifications of Automotive Dealerships and Automotive Dealership Groups, up to and including managing confidential information regarding the purchase of other dealerships, dealer operations, and client contact information.

Thoroughly Familiar with the management of high profile accounts.

Employed such skills as time management, spoken and documented communication, Dealership Accounting and Financing navigation and setup, as well as organizational skills as they applied to software setup and client communication.



Kmart

Jul 2018 - Dec 2018 (6 months)

Responsible for truck loading/unloading, warehouse management, as well coordinating with management/my team to stock shelves and handle floor plans.

Student

Fine Arts

Sep 2017 - May 2018 (9 months)

Analytical study of two- and three-dimensional design, including environmental and figure study.

Curriculum included psychology, advanced English study, history and music.



Framer

Regal

Mar 2017 - Aug 2017 (6 months)

Assisted in framing, carpentry, demo, drywall, painting, masonry, hardscape work and of course cleanup.



Helper

Performance Chevrolet

Nov 2015 - Jan 2017 (1 year 3 months)

Assisted in auto body work (sanding, priming, painting) as well as mechanical work. Also, in charge of body parts inventory.



Cook

Burger King

Mar 2015 - Nov 2015 (9 months)

Responsible for cash register and customers money/cards as well as being a line/fry cook

Exterior/Grounds

Sun Realty

Jun 2014 - Aug 2014 (3 months)

Cleaned and maintained exteriors of beach rental homes along Croatan Hwy (OBX, NC)

Education



Northeastern High School

Skills

accountancy • automotive • carpentry • cashier • contract management • customer relations •
customer service • english • finance • framing