

Travis Cloke

Hutchinson, KS 67501

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Professional Summary

Looking for an organization that is family friendly, strong connection with all other employees. Contain a strong mind and drive to complete the job.

Authorized to work in the US for any employer

Work Experience

Store Manager

Catlett Automotive NAPA-McPherson, KS

October 2022 to September 2025

- Manage store employees
- Ensure prompt delivery of parts
- Ensure proper ordering of parts is completed
- Conduct weekly inventory
- Maintain check-in of purchase orders

Cashier/Customer Service

Catlett Automotive NAPA-Junction City, KS

March 2021 to October 2022

- Process incoming customer online order
- Process incoming parts stock
- Assist walk-in customers with vehicle parts needs
- Assist customer call-in with identifying parts needed for vehicle repair
- Ensure parts prepared for store transfer per requested list.

Parts Manager

Eagle RailCar Services-Junction City, KS

May 2022 to August 2022

- Manage inventory of parts, order parts to maintain stock
- Ensure inbound/outbound parts are to AAR, FRA standards
- Prepare parts pulled for Train Car repair
- Maintain status updates for parts ordered
- Operate forklifts to un/load delivery vehicles.
- Safely move Railcar parts to necessary location for repair work.

Education

Business Management (Associate)

Cloud County Community College-Junction City, KS
March 2019 to June 2021

High school diploma or GED

Business Management (Associate of BS)

High school or equivalent

Skills

- Air Brake
- Loader operation
- Basic math
- Delivery Driver Experience
- Oracle
- Blueprint specification interpretation
- Productivity software
- Filing
- Technical Proficiency
- Computer literacy
- Physical inventory counts for inventory management
- Sales
- Store management
- Food service management
- Profit & Loss statement
- Microsoft Excel
- Sales team management - Largest sales team managed (1-5 team members)
- Time management
- Team development
- Forklift
- Aircraft Maintenance
- Sales Experience
- Mechanical knowledge
- Truck loading and unloading
- Construction
- Construction site
- Presentation skills
- Handling customer inquiries

- Hospitality
- Grocery store
- Schematics
- Project management
- Communication skills
- Manufacturing facility
- Preventative hardware maintenance
- Supervising experience
- Analysis skills
- Blueprint Reading
- Writing skills
- Climbing
- Heavy lifting
- Mechanic Experience
- Receiving shipments
- Manufacturing
- Operating heavy equipment
- general building repair
- Quality assurance
- Facilities Maintenance
- Order fulfillment
- Operations management
- Power tools
- Cash handling
- Typing
- Combat Live Savers
- Personal protective equipment (PPE) adherence
- Management
- Equipment Repair
- Hospitality management
- Report writing
- Optimizing inventory management system
- Retail sales
- Warehouse experience
- Phone etiquette
- Production planning
- Industrial equipment
- Computer skills
- Assembly
- Commercial driving

- Mentoring
- Manufacturing company experience
- Microsoft Office
- Order management system
- Safety regulations
- Sales pipeline management
- Attention to detail
- Excavator
- Tractor-Trailer
- Industrial equipment troubleshooting
- Cycle counting inventory management
- Workplace safety
- Leadership
- Personal protective equipment (PPE) use
- Microsoft Outlook
- Shipping & receiving
- Greeting customers
- Inventory data entry
- Stock organizing
- Retail industry sales team management
- Mechanical troubleshooting
- Microsoft Word
- Food safety management
- Agriculture
- Restaurant experience
- Profit and loss analysis
- Quality inspection
- Customer communication
- Tactical Vehicle Operation Drivers Trainer
- Personal protective equipment (PPE) implementation
- Workplace health and safety regulatory compliance
- Cash register
- Automotive service
- Computer operation
- Heavy equipment operation
- Hand tools
- Team management
- Inventory management
- Business development
- Measurement (quality control)

- Retail management
- Precision measuring instruments
- Quality control
- Organizational skills
- Continuous improvement
- Lead generation
- E-commerce
- Customer service
- Outdoor work
- Landscape maintenance
- mechanical repair
- Microsoft PowerPoint
- Plastics injection molding

Languages

- English

Military Service

Branch: Army

Service Country: United States

Rank: E1

March 2006 to March 2016

80% rated disabled veteran

Certifications and Licenses

Organic Applicator

April 2018 to Present

Certified by BeeSafe organic lawn care institute, New Hampshire.

osha 511 standards general industry

August 2016 to Present

Driver's License

Forklift

May 2022 to May 2025

OSHA 10

Six Sigma Certification

Additional Information

Skills

- Ten(10) years as a CH-47 Chinook Helicopter Repairer, completing 80 Scheduled and Un-Scheduled maintenance set
- Clean Driving Record with 34,000+ miles in Vehicles: High-Mobility Multi-Wheeled Vehicle, 5-ton Light Mobility Tactical Vehicle, 5-ton Light Armor Semi with up to 50ft trailer, Air brake system, Hydraulic brake system, Forklift 10,000 lbs and below, 7.5 ton Wheeled Crane and 10-ton and below over head crane/hoist systems
- Test, Measure, and Diagnostic Equipment Specialist
- Microsoft Proficient: Word, Excel, Power Point
- Ground Support Equipment Maintainer
- Strong attention to detail in implementing safety and regulation requirements

References