

Zacharee Mende

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EXPERIENCE

Stauffer Glove and Safety, Orange County, CA — *VMI Specialist*

January 2021 - PRESENT

- Manage inventory and maintain vending machines at manufacturing sites, ensuring optimal availability of safety products.
- Perform troubleshooting and manual repairs on vending machines
- Meet with buyers and supervisors regularly to make sure they are satisfied with the safety products
- Troubleshooting technical issues with vending machines and inventory management.
- Responsible for working closely with the sales team and customers to assist with inventory management concerns.
- Responding to internal and external customer concerns while providing exceptional customer service.

Target, Mission Viejo, CA — *Fulfillment Expert*

October 2019- March 2020

- Collected items from the floor and back room to ship out to customers
- Accurately and efficiently processed customer orders using Target's order management systems
- Prepared and packaged customer orders, ensuring adherence to quality standards
- Monitored inventory levels, ensuring adequate stock availability to fulfill customer orders promptly
- Proficient in using order management systems and fulfillment software
- Address customer inquiries, resolve order-related issues, and provide exceptional service to enhance customer satisfaction
- Collaborate with cross-functional teams, including sales, warehousing, and customer support, to optimize order fulfillment processes and meet service level agreement
- Adhered to company policies, procedures, and safety guidelines to ensure a safe and compliant work environment.

Northern Treasures, Juneau, AK — *Sales Associate*

May 2016 - August 2017

- Attended to customers in a fast-paced retail tourist shop
- Provided product information and helped customers make decisions about purchases
- Rang up purchases and processed cash and credit card payments.
- Worked full-time, flexible shifts throughout the season

PORTFOLIO WEBSITE

Zachareemende.netlify.app

EDUCATION

Coding Dojo, Online Software Development — *Coding Certificate*

Completed- February 2023

El Toro High School, Lake Forest, CA — *High school Diploma*

Completed- June 2020

SOFTWARE LANGUAGES & TECHNOLOGIES

HTML / CSS
JavaScript
Python
C#
Git
React
MongoDB
Firebase
MySQL
Django & Flask
Node.js
Express
ASP.NET Core