

Brandon Blake

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Professional Summary

Experience in leading in a multitude of different types of business.
Dedicated to conserving resources and ensuring that all safety measures are as effective as possible.
Project, team, and inventory management are all areas where I excel.

Skills

- Team oversight
- Safety and compliance
- Project management
- Customer service
- Security awareness
- Team Leadership
- Operations management

Education

High School - 2010
Oxford High School - Oxford, MS

Business Administration - Some college (No degree)
Mississippi College - Clinton, MS

Some college (No degree)
Northwest Mississippi Community College - Lafayette-Yalobusha Center - Oxford, MS

Work History

Site Supervisor - July, 2014 to November, 2017
J & J Conclaves - Oxford, MS

- Assisted [Type] field crews in maximizing quality and productivity.
- Assessed each employee's strengths and assigned tasks based on their knowledge and experience.
- Set clear priorities and established production quality standards.
- Created work schedules for all team members to maximize shift coverage.

Night Shift Manager - December, 2017 to November, 2020
Dollar General - Oxford, MS

- Was in charge of restocking supplies and overseeing other functions in order to prepare for daytime business.
- Kept my cool under duress and in high-pressure customer service situations.
- Was responsible for maintaining excellent store conditions and visual merchandising standards.
- Coached crew members to improve their performance and encourage them to work more efficiently.

Inventory Control Specialist - December, 2020 to Present
Parker-Hannifin Racor Division - Holly Springs, MS

- Kept track of production progress in order to alert leaders to any issues.
- Kept track of the quantity produced, as well as the [Type] and [Type] information.
- Completed daily cycle counts to ensure that the records were accurate.
- Double-checked prices and totals to ensure that invoices were processed correctly.

Accomplishments

- Selected to 2012 All ASC All Conference First Team (Basketball, MS College)
- Selected to D3.com All Region South 3rd Team (Basketball, MS College)

Certifications

- EMOS