

James Siegrist

Commercial Driver/Transportation

Brooklyn Center, MN 55429

James.Siegrist7@gmail.com

763-312-0231

Authorized to work in the US for any employer

Seeking employment with an established company that will utilize my skills and offer room for advancement.

Work Experience

Transportation/Customer

Service Manager

Mainstreet Bakery Holdings, LLC - Edina, MN

February 2019 to Present

Began as a driver, delivering bakery goods to customers. DOT Pre-Trip and Post-Trip inspections. Inventory of product. Assure correct product is going to correct customers. Load Truck. Make deliveries to customers. Moved to office as Transportation/Customer Service Manager. Manage current drivers, hire new drivers. Filing paperwork of inspections and outgoing trailer inspections. Customer service. Process phone and email orders. Problem solving. Track customer payments in Flexibake system. Process Credit card payments. Fill any other needs that the business has day to day.

Line Cook

Famous Dave's - Roseville, MN

January 2019 to February 2019

Prepped meals, cooked utilizing both grill and deep fry. Performed clean up, tray presentation and to-go orders. Performed customer service.

Quality Control / Trainer

FCI UNICOR - Greenville, IL

2015 to 2018

Training new employees how to sew military ACU uniform using single needle sewing machines, facilitate testing after 40 hours of class room training, creating a monthly PDM (Product Display Model) model that was perfect and within specifications of the contract, assuring reparations were made as necessary per contract in order to meet the contract quota

Commissary Clerk

**FCI Forrest City, Forrest City AK
2013 to 2015**

Commissary

Overseeing the inventory for personal care and medications, stocking, ordering as well as filling orders, reporting any discrepancies or losses to supervisors, rotating stock

CEO and Owner/Operator

**Siegrist Inc. DBA - Conservative Trucking - Crosby, ND
2009 to 2013**

30 company owned trucks / 70 owner operator trucks

Overseeing day to day operations, maintaining contracts with clientele through business relationships and customer service, negotiated contracts, problem solving, creating cost reduction strategies for clientele and company, maintaining DOT regulations and safety, hiring employees including lease operators, purchasing equipment and property for the expansion of business, assuring proper documentation for all employees, conducting drug and alcohol testing, following up with employees to ensure continued accurate documentation and renewals as needed, maintained personal CDL, operated of Tractor/Tanker, Winch Trucks and Flatbeds for moving heavy equipment including drilling rigs

Education

High school or equivalent

Marmot High School, Mandan, ND 1997

Skills

- **ACCOUNTING (3 years)**
- **CDL (9+ years)**
- **D.O.T. (9+ years)**
- **MICROSOFT WORD (5+ years)**
- **problem solving (10+ years)**
- **Quality Control**
- **FDA**
- **Class A (9+ years)**
- **CDL Driver**

Certifications and Licenses

Class A CDL

January 2020 to July 2024

Class A Commercial Driver's License

Double and Triple Trailer Endorsement

Tanker Endorsement