

# Jeremiah Evans

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## Objective:

Obtain a full-time challenging leadership position applying creative problem solving and fine management skills with a growing company, where I can fully utilize my training and management skills, while making a significant contribution to the success of my employer.

## Skill:

|                                |                       |                         |
|--------------------------------|-----------------------|-------------------------|
| Ability to work under pressure | and Innovative        | responsible             |
| Self-motivated                 | Superb written and    | Analytical thinker      |
| Time Management                | Oral Communication    | Effective Presentation  |
| Conflict Resolution            | skills                | Skills                  |
| Leadership and training        | Negotiating skills    | Energetic               |
| Coordination - Team            | Good Judgment         | Upbeat personality      |
| Working skills                 | Decision making       | Great at interpersonal  |
| Creativity, Insightful         | Ability to prioritize | Customer service skills |
|                                | Flexible and          |                         |

## Experience:

*Black Ice Contractors LLC January 2016-current*  
(Owner)

- Full home restorations and home remodels, carpentry,
- Mold and pour concrete, measuring tape for accurate measurements,
- Painting, plumbing work, electrical work for commercial and residential properties.

LKQ April 2019 - October 2019  
(Driver)

- Drives a Company vehicle in a safe, courteous and responsible manner.
- Physically loads Company truck at the branch and verifies the condition of the truck, the manifest and other paperwork associated with the deliveries to be made.
- Drives to the delivery destination, confirms order with customer, unloads and verifies product, obtains confirmation signature and payment from customer.
- Makes proper notations on the manifest and provides receipts on parts being returned from customers to the branch.
- Picks up buy out purchase orders from vendors on vendor "fill in" purchase orders and delivers parts back to the branch or customer.
- Collects accounts receivable, as necessary.
- Works in such a manner as to prevent shortages and damage to products.
- Complies with established Company policies and procedures, assumes other duties as assigned.

*Two men and a Truck October 2016 - November 2017*  
(Driver/Operations manager)

- Review moving contract with customer

- Create plans for a healthy and safe workplace by verifying that the truck is loaded with all necessary moving supplies, dollies, straps tools and moving pads.
- Making plans and strategies to improve the overall performance in the company use all resources available to ensure the highest customer satisfaction
- attend all external review meetings and maintain close communication with the client, colleagues Balance safety DOT policies with normal daily operations
- Delegate duties to responsible people
- Working closely with the human resources department and as they have to know about each employee

**Amazon May 2015 – October 2016**  
(Driver and Dispatcher)

- *Monitored, logged and reported the status of all delivery routes to management*
- *Cultivated a positive culture to boost company morale and promote employee retention*
- *Managed 10+ delivery associates during vehicle loads, departs, and safe return to warehouse*
- *Complete on-time deliveries by choosing the best and most efficient routes*
- *Loaded vehicle and properly secured items to prevent damage during transport*
- *Verified each delivery against shipping instructions before delivery*
- *Communication, time management and customer service*
- *Follow written and verbal directions*

**One Coat Beautiful November 2014 -January 2016**  
(Field Manager)

- Full home restorations and remodels, carpentry,
- Mold and pour concrete, measuring tape for accurate measurements,
- Painting, plumbing work, electrical work for commercial and residential properties.

**Education:**

Horace Mann High School 1996  
High School Diploma

**References:**

References are available upon request.