

Kyle Thing

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Objective:

Seeking a position in an inventory/operations environment utilizing business, engineering, and project management skills to improve operations and production efficiency.

EDUCATION:

University of Massachusetts Lowell (Lowell, MA)

Expected Graduation Date: May 2023

- Bachelor of Science in Business Administration
 - Concentration: Analytics & Operations Management
 - Concentration: International Business

University of Connecticut (Storrs, CT)

Attended: September 2015- December 2017

- Bachelor of Science in Management and Engineering for Manufacturing

RELEVANT EXPERIENCE:

Peloton Interactive

Billerica, MA

Inbound/Outbound - Inventory Specialist

November 2019- February 2022

- Assisting in all Inbound/Outbound Shipments and insuring accuracy of all orders
- Coordinating and conducting of morning outbound duties
- Understanding of inventory systems and ability to train others on those systems
- Conducting daily inventory counts, bin transfers, and other inventory activities
- Processing of sales orders to achieve complete and accurate fulfillment
- Training new hires, unloading trucks, building bikes and other warehouse tasks
- Helping maintain proper safety protocols in the warehouse

Empire Telecommunications

Billerica, MA

Warehouse Associate

March 2018- August 2019

- Responsible for receiving and maintaining inventory and reporting daily delivery logs
- Organized inventory systematically to maximize efficiency
- Performed reallocation of equipment and materials to the relevant work sites

Nauset Construction Corp.

Needham, MA

Assistant Site Superintendent

May 2016- September 2017

- Responsible for monitoring compliance of all safety and quality guidelines and policies of 50-75 workers
- Coordinated with subcontractors for deliveries and communicated changes in construction plans
- Managed laborers to complete certain tasks in order to keep the site clean and safe to work
- Completed daily reports, including man counts, material deliveries, and status of subcontractor's progress
- Performed skilled labor that fell outside of subcontractor's scope of work
- Identified and created final punch list and tracked completion of tasks

Marshalls

Haverhill, MA

Associate/Receiving Assistant

November 2015- February 2016

- Received and unloaded shipments, inspected for damage, and prepared items for display
- Efficiently and independently recorded inventory transactions
- Organized and maintained stock room to ensure accurate placement and cleanliness

SKILLS:

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- CAD Design Software-SOLIDWORKS
- BMC certified
- Microsoft Word, Excel, PowerPoint, Outlook
- Carpentry, Woodworking, and Landscaping