

BRANDI HORTON

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EXPERIENCE

JUNE 2022 -
PRESENT

TRACTOR SUPPLY COMPANY – BRIGHTON, CO

- Provided legendary customer service by assisting customers with product inquiries, locating items, and offering recommendations based on their needs.
 - Trained new team members on store policies, procedures, and best practices to ensure a smooth onboarding process.
 - Stocked shelves, organized merchandise, and performed inventory checks to ensure proper placement.
 - Managed cash register operations with high efficiency, ensuring accurate transactions and exceptional customer service.
 - Certified forklift operator supporting inventory organization and stock movement.
 - Assisted with staging and organizing merchandise to improve workflow efficiency.
 - Followed safety guidelines and operational procedures while supporting back-of-house operations.
 - Managed and documented incoming shipments, ensuring accuracy against purchase orders and delivery records.
 - Entered, updated, and maintained inventory data in company systems with strong attention to detail.
 - Coordinated with store management and team members to resolve discrepancies and track inventory issues.
 - Maintained organized records for freight, invoices, and inventory adjustments.
 - Supported daily operations by prioritizing tasks and meeting deadlines in a fast-paced environment.
- Communicated effectively with vendors, drivers, and internal teams regarding deliveries and inventory status.

MORELLI RANCH AND STABLES – BRIGHTON, CO

JULY 2021 –
AUGUST 2023

- Fed and managed equine nutrition schedule to ensure timely feeding.
- Maintained cleanliness of horse stalls, adhering to established timelines and standards.
- Monitored horse health and behavior, promptly reporting any concerns to owners.
- Handled and interacted with horses, demonstrating care and proficiency in equine management.

EDUCATION



FORT LUPTON HIGH SCHOOL – FORT LUPTON, CO

High School Diploma (Class of 2022)



AIMS COMMUNITY COLLEGE – GREELEY, CO

Certification: Certified Nursing Assistant (SPRING 2021)

Associate of Science: Fire Science (Expected completion Spring 2025)

Certification: Emergency Medical Technician (Summer 2023)

Certification: Aims Fire Academy (Fall 2023)

SKILLS

- **Fire Safety Codes & Regulations:** Knowledgeable in local and national fire safety standards and compliance.
- **First Aid & CPR:** Certified in First Aid and CPR.
- **Teamwork & Communication:** Proven ability to work cohesively with team members and communicate effectively under pressure.
- **Physical Fitness:** Maintained high levels of physical fitness and endurance suitable for demanding firefighting tasks.
- **Forklift Certified:** OSHA Forklift Certification

ACTIVITIES/ INTERESTS

Fort Lupton High School Drama Club (2018-2022)

- **Vice President (2021–2022)**
 - Led and organized club meetings and events, fostering collaboration and creativity among members.
 - Coordinated and executed multiple successful productions, demonstrating project management and leadership skills.
 - Acted as a liaison between the club and faculty, improving communication and support for the program.

Fort Lupton High School Soccer (2021-2022)

- **Team Member**
 - Contributed to team success through strong teamwork, discipline, and strategic gameplay.
 - Demonstrated perseverance and adaptability on and off the field, balancing athletic and academic responsibilities effectively.

Horseback Riding (2012-PRESENT)

- **Horse Owner and Rider**
 - Managed the care and training of three horses, showcasing significant responsibility, commitment, and time management.
 - Developed patience and problem-solving skills through daily care and training, reflecting a deep understanding of animal behavior and effective communication.