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PROFESSIONAL SUMMARY

An expeditor with two and a half years experience, responsible for the Material Control of Marine Fighter Attack Squadron 211. Worked hand in hand with the Lockheed Martin Field Specialty Representative to order, track, ship and turn in for repair aircraft components and hardware. Worked as an Aviation electronics technician for the F35B fighter jet for one and a half years. Where it was essential to follow the procedures and publications that were set in place in order to effectively and efficiently perform corrective and preventative maintenance to maintain a high level of aircraft readiness. Capable of working alone or as a member of a team and comfortable utilizing computer programs or working more hands on as well as exercising a high level of organization and proactive thinking. Qualifications include:

- Active secret security clearance
- Efficient at utilizing computer programs
- Responsible for training any new personnel in material control
- Recorded and tracked over 10,000 aircraft components and hardware over the course of 2 years.
- Mechanical skills

EXPERIENCE

Medvantx, December 17, 2018 - Present

-Worked as a Pharmaceutical Technician in training, specifically working with Order Entry; Duties included but not limited to:

-Ensured efficient, accurate prescription services for patients. Focused mainly on data entry of prescriptions and patient/prescriber information. Utilized multiple computer programs to include Microsoft word to transmit the necessary data and information into our system to effectively and efficiently process patient enrollment and prescriptions in a timely manner.

U.S Marine Corps, January, 2014 - September, 2018 (End of contract)

•August, 2016 - September, 2018

Served as an expeditor for Marine Fighter Attack Squadron 211, duties included:

- Ordered aircraft components and hardware necessary for them to conduct flight

operations

- Kept electronic records of all aircraft components my organization received along with the components that were turned in to the manufacturers to get the necessary repairs to be utilized on another aircraft.
- Conducted periodic inventories in order to maintain sufficient amounts of consumables that the maintainers needed to perform maintenance tasks, as well as making sure not to be overstocked in these same consumables.
- March, 2015 - August, 2016

Served as an Aviation electronics technician for Marine Fighter Attack Squadron 211 as well as 121, duties included:

- Utilized various publications and procedures to safely and effectively conduct maintenance on the electronic systems of the F35B fighter jet.
- Removed and installed components that were apart of various operation systems such as Electronic Warfare, Radar, Communication, Navigation, and Identification to insure the systems were operation appropriately to complete flight operations.
- June, 2014 - March, 2015

Studied basic aviation electronics and F35B specific aviation electronics. Key skills acquired:

- Use electronic and digital test equipment to analyze and troubleshoot AC/DC circuits, solid state circuits, and digital logic circuits.
- Aviation safety
- Able to perform routine and scheduled maintenance on aircraft electrical, instrument, and navigational systems.
- May, 2014 - June, 2014

Conducted basic riflemen training in a simulated combat environment.

- January, 2014 - May, 2014

Attended basic training at Marine Corps Recruit Depot San Diego, CA. Key skills acquired:

- First Aid
- Land navigation
- Marksmanship
- Physical Fitness
- Self-defense

Minervas, April, 2012-December, 2013 (Joined the Military)

- Worked as a busser setting/clearing tables, completing general requests given by customers, stocking silverware/napkins/table covers etc..
- Also as a Captain/Expeditor I worked as a middle man essentially from the kitchen staff to the servers. My job was to pull the correct dishes from the window and clean up the plate and give it its appropriate garnish whether that be lemons for fish, lettuce, tomato and onion if it was a burger and so on. Also completed daily tasks in the kitchen such as:
 - Preparing various garnishes and entrée essential items such as slicing lemons, chopping parsley, washing potatoes etc.
 - Along with stocking plates and utensils and baking loads of bread that were served to customers with every meal, my duty was to also maintain a standard of cleanliness and organization in my designated work area.

Education

High School Diploma, Lincoln High School, Sioux Falls, SD 2013

Professional References

-GySgt Jeremy Powers (843) 263-9252

-Tiffany Semmler (605) 310-2261

-Jerry Bremmon (695) 339-0223