

# WALTER SCOTT

Tunnel Hill, GA 30755

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## Professional Summary

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- Highly Motivated
- Very Professional/Clean Cut
- College Educated
- Well Organized
- Leadership and Management Exp.

Willing to relocate: Regional

Authorized to work in the US for any employer

## Work Experience

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### **General Manager (Contract)**

Liquidations INC.-Ringgold, GA

May 2024 to October 2024

- Scheduling, planning the operations of equipment from beginning to sale.
- Hiring and interviewing potential candidates.
- Imaging and videoing equipment, Inventory control and parts ordering.
- operating any and all equipment for liquidation, managing eBay orders, greeting customers and finalizing sales.

### **Inventory Control/shipping/receiving**

PPI Dalton-Ga.

May 2021 to April 2024

- Creating purchase orders for parts/supplies. Closing purchase orders upon receiving in Epicor.
- Ordering/Receiving parts and supplies as inventory gets low thru purchase orders.
- Audit of inventories parts/supplies. Keeping all inventory up to date in the system for a smooth day - to-day operation.

### **Patient Care**

Home Care-Tunnel Hill, GA

March 2020 to April 2021

Started tending to my father as his health began to decline.

### **On-site Supervisor/Recruiter**

ETS-Dalton, GA

February 2018 to March 2020

- Responsible for monitoring and overseeing the performance of employees. Approving time and entry of employees hours.

- Perform training and onboarding for talent/staff. Search for new talent as needed and assist HR in day to day operations.

### **General Manager**

COUNTRY HEARTH INN-Gainesville, GA  
May 2015 to January 2018

- As the hotel manager one is to oversee the whole service operation.
- Plan, develop staff skills and attitude.
- Monitoring the cost and analysis of the business during certain time periods.
- Night security when rooms were fully booked. And to overall improve the face of the company.

### **Supervisor**

THE PRINT SHOP-Fort Oglethorpe, GA  
June 2000 to February 2015

- Directly Supervise and provide training for more than 10 employees.
- Insure those employees are working in a safe manner and environment.
- Work directly with customers and sales staff-90% of all jobs require customer approval.
- Monitor supplies and order as needed. Work with scheduling to determine job forecasts.

## Education

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### **ASSOCIATES in Business**

INDEPENDENCE UNIVERSITY - Salt Lake City, UT  
December 2018 to July 2021

## Skills

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- Guest Services
- Inventory control
- Team Management
- Recruiting (2 years)
- Logistics
- Employee Orientation
- Payroll
- Hotel Management
- Excellent Communication Skills (10+ years)
- Management
- Shipping & Receiving
- Office Management
- SAP
- Purchasing