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## Summary

Dynamic Manager with over 20 years of diverse experience and proficiency using Office Suite applications like Word and Excel. Proven track record in team leadership, with significant achievements such as ranking in the top 10% of a company's safest drivers. Strong skills in client relations and service management, coupled with a technical background. Ready to leverage expertise to enhance operational efficiency and ensure optimal business performance.

## Skills

Computer proficiency in Microsoft Windows, Word, Outlook, with an emphasis on Excel expertise. Other computer programs used at work have included Peoplesoft, Legacy, Xerox systems, proprietary store systems, and CRM applications. Organized, Detail-Oriented, Multi-tasking, Results Driven, Interpersonal Skills, Engaging, Collaboration, Problem Solving, Self-Starter, Written and Verbal Communication, Customer Service, Time Management, Adaptability, and OSHA 10 Safety Certified

## Work Experience

Jun 2024 – Jan 2025, Regional Sales Consultant      McCloskey Mechanical, Nashville, TN  
Facilitating new equipment and preventive maintenance proposals for new and existing customers.  
Participant in networking events to cultivate relationships and foster business opportunities.  
Engaging with clients and property managers to enhance business growth and increase revenue.

**Jan 2019 – Jun 2024, Field Service Professional**                      The Home Depot, Nashville, TN  
As a field technician for The Home Depot Equipment Services, worked to develop equipment expertise across all stores and the MDO within my region, ensuring that the equipment consistently exceeds operational standards. Achieved ranking in the top 10% of safest drivers nationwide as monitored by Samsara. As a Home Depot Warehouse Associate, serving and assisting customers across all departments, as one of the warehouse's most capable reach truck and fork lift operator, excelled at pulling online orders and freight deliveries, and also working with the merchandising and tool rental teams. Initially hired as a pioneer as Charleston, SC's first Master Tool Technician, managing repairs for rental fleet tools. Oversaw parts ordering and warranty paperwork while completing all repair processes.

## Education

2011, Gwinnett Technical College, Associate Degree  
Air Conditioning Technology, EPA Universal License. Graduated top of class with honors.

2009, The CCIM Institute, Trade Certification  
Real Estate Salesperson, Certified Commercial Investment Member

2006, Gwinnett Technical College, Associate Degree  
Web Development, Internet and Computer Hardware Specialist

1997, Georgia State University, Bachelor of Arts  
Film & TV, Computer Animation, Cinematography, Photography