

Brian J. Tebbitt

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∞ GOAL ∞

To obtain employment commensurate with my abilities.

∞ PROFESSIONAL SUMMARY

I am a results-driven, self-taught, and highly-motivated professional with experience in a variety of fields and work settings. I possess excellent written and verbal communication skills, a keen intellect, and strong sense of personal responsibility and integrity. I have worked with everything from forklifts and trucking equipment to computers and hand-held inventory management devices. My character is refined and ready to work hard for your company.

∞ SKILLS

- ♦ **PC and MAC proficient**
- ♦ **Microsoft Office** (Word, Excel, Powerpoint, etc.)
- ♦ **Forklift Driver** (All Types - Certified)
- ♦ **Truck Driver** (CDL - Class B License)
- ♦ **Experienced Maintenance Professional**

∞ EXPERIENCE

Stella & Chewy's LLC - Milwaukee, WI
Department Manager/Team Lead

2012 - 2013

- Responsible for proper operation, trouble-shooting, and preventative maintenance of both freon and ammonia-based commercial freeze-dryers.
- Working with and managing the work flow of 4 to 8 employees
- Fast-paced production environment
- Coordination and collaboration with other departments on projects and meeting goals and deadlines

1 Global Digital Distribution - Beit Shemesh, Israel
Logistics Coordinator

2011 - 2012

- Responsible for highly-secure over-the-road and air shipments in the US and EU
- Working with a team of Logistics Coordinators responsible for millions of Euros in goods each month
- Fast-paced and professional environment
- Coordination and collaboration with other departments on projects and meeting deadlines

Acacia Mental Health Clinic, LLC - Milwaukee, WI
EMR (Electronic Medical Records) System IT & Maintenance and Administration

2010 - 2011

- IT Administration: Lytec MD EMR/EHR System
- Windows 2008 Server
- Training all employees company-wide
- Software installation and on-site technical support

- FreightClick.com** (Frieghtsave, LLC) – Milwaukee, WI **2009 – 2010**
Customer Service and Sales
- Handling all customer queries
 - Building and maintaining a customer base
 - Increasing volume of sales through both new and existing customers
- AmericInn Hotel & Suites** – Stillwater, MN **2008 – 2009**
Chief of Maintenance
- On-site repairs and maintenance of all aspects of the hotel grounds, property, and equipment
 - Responsible to fulfill work orders in a timely manner
 - Maintained and cleaned hotel pool facilities and sauna
- McKesson Corporation** – Little Canada, MN **2007 – 2008**
Warehouse Associate
- Order fulfillment within strict standards of accuracy and efficiency
 - Forklift and motorized pallet jack operation
 - Shipping and receiving duties
- Cutting Edge Tile, Inc.** - Savage, MN **2006 – 2007**
Tiling Apprentice & Delivery Driver
- Job site deliveries in company vehicle(s)
 - Assisting master level tile-setters
 - Setting and shaping of tile with a variety of specialized equipment and tools
- Aerotek Staffing** – Golden Valley, MN **2004 – 2006**
Warehouse Associate
- Performed warehouse and shipping related duties for various companies in the Twin Cities and surrounding areas
- NAPA Auto Parts (Mpls Distribution Center)** – St. Louis Park, MN **1999 – 2004**
Warehouse Associate
- Performed warehouse and shipping related duties in a number of company departments

∞ EDUCATION

♦ **High School Diploma** – Southwest High School (9th-12th Grade)

∞ REFERENCES

♦ **Available Upon Request**