

Tate Bradley

Shipping and Receiving Clerk

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SUMMARY

Detail-oriented professional with over two years of experience in warehouse operations and logistics management. Proven ability to adapt quickly to fast-paced environments, maintaining safety and efficiency standards. Skilled in utilizing automated systems for inventory management and collaboration within teams to enhance operational effectiveness. Committed to continuous learning and growth within the logistics sector, embracing challenges with enthusiasm and dedication. A strong team player able to implement efficient practices and contribute positively to organizational goals.

EDUCATION

Master's Degree in Logistics Management

Springfield University 🎓 GPA: 3.8 📅 2026 📍 Springfield, IL

Coursework: Supply Chain Management, Inventory Control, Warehouse Operations, Data Analysis

Bachelor's Degree in Business Administration

Springfield University 🎓 GPA: 3.7 📅 2024 📍 Springfield, IL

Coursework: Operations Management, Marketing Principles, Accounting Basics, Human Resources

TECHNICAL SKILLS

- **Warehouse Management Systems:** Blue Yonder, SAP, Manhattan Associates
- **Data Analysis Tools:** Tableau, Excel, Google Analytics
- **Safety Training Programs:** OSHA Standards, Forklift Safety, Fire Safety Protocols
- **Automation Technologies:** RFID Technology, Barcoding Systems, Inventory Software
- **Communication Tools:** Microsoft Teams, Slack, Zoom
- **CAD Software:** AutoCAD, SketchUp, SolidWorks
- **Project Management Tools:** Trello, Asana, JIRA
- **Quality Control Standards:** ISO 9001, Six Sigma, Lean Methodologies
- **Operational Improvement Strategies:** Kaizen, PDCA Cycle, Value Stream Mapping
- **Testing Methodologies:** User Acceptance Testing, A/B Testing, Integration Testing

SKILLS

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|--------------------------------------|-------------------------------|-----------------------------|--------------------------------|
| • Warehouse Management Systems (WMS) | • Safety Compliance | • Communication Skills | • Performance Metrics Analysis |
| • Inventory Control | • Time Management | • Problem Solving | • Training and Mentoring |
| • Team Collaboration | • Automated Systems Operation | • Adaptability | • Risk Assessment |
| • Data Analysis | • Process Optimization | • Technological Proficiency | • Conflict Resolution |

EXPERIENCE

Warehouse Operations Student

University Project 📅 August 2025 - Present 📍 Springfield, IL

Contributed to a collaborative project to develop an automated inventory tracking system. Focused on improving retrieval processes significantly. Engaged actively in various complex scenarios to recommend better workflow methods and ensure compliance with safety protocols in warehouse settings.

- Collaborated on designing an automated inventory tracking system, enhancing retrieval times by 20%.
- Conducted time-motion studies revealing inefficiencies, leading to actionable workflow recommendations.
- Developed comprehensive training materials, improving safety protocol comprehension among interns.
- Engaged in simulations replicating high-pressure scenarios, enhancing decision-making skills.
- Utilized data analytics tools effectively to assess inventory levels and predict restocking needs.
- Participated in regular meetings, sharing insights and updates, fostering a cooperative learning environment.

Logistics Research Assistant

University Research Lab 📅 January 2025 - July 2025 📍 Springfield, IL

Played a key role in research projects focused on optimizing warehouse layouts using CAD software. Conducted surveys with employees to gather insights and analyzed performance metrics—all contributing to a comprehensive understanding of operational challenges.

- Supported warehouse layout optimization research, applying CAD tools to visualize enhancements.
- Conducted employee surveys gathering feedback on existing operational difficulties, aiding future projects.
- Analyzed current performance metrics, proposing substantial improvements for efficiency gains.
- Maintained strict adherence to safety regulations during all project-related activities.
- Collaboratively presented findings at an academic conference to emphasize productivity impacts.
- Guided junior students through research methodologies, enriching peer mentorship experiences.

LEADERSHIP & AWARDS

- Recognition Award for Outstanding Contribution to Team Projects during Academic Overview.
- Dean's List for Academic Excellence in 2025.

CERTIFICATIONS

- Certified Supply Chain Professional (CSCP) 📅 2026
- OSHA Forklift Operator Certification 📅 2025

PROFESSIONAL AFFILIATIONS

- Member of the National Association of Logistics Professionals since 2026.
- Volunteer for Local Community Food Distribution Program.

LANGUAGES

- English (Native)
- Spanish (Proficient)

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST