

Freddie Barlow

4537 Edwardian Ct, Indianapolis, Indiana,
Marion, 46254
317-416-9385

freddie7barlow@gmail.com

Aspiring computer technologist currently working towards obtaining an associate's degree in cloud technology. Seeking opportunities to gain more experience in the IT field. Several years of experience in prioritizing and multitasking in a fast-paced working environment.

Professional Experience

Shoe Carnival Sales Associate

October 2016 - August 2017

- Maintained high customer service standards in high-volume, fast-paced environments
- Organized new merchandise in an appealing display with clear signage to encourage customer sales and move overstocked items
- Assisted sales team by operating cash registers, tidying sales floor, and managing stock, when required

ResCare Direct Support Professional

May 2018 - June 2019

- Assisted clients with daily needs, observed and monitored thier activities.
- Administered clients medications and observed clients side effects.
- Provided nutritious, well-balanced meals and maintained a clean, safe environment.

UPS Sorter

September 2020 - July 2023

- Efficiently sorted incoming mail and packages at a fast-paced distribution center
- Conducted quality checks to ensure items were correctly sorted and in good condition before distribution
- Collaborated with team members to streamline sorting processes and improve overall efficiency in a production environment

Home Goods Forklift Driver

July 2023 - October 2023

- Safely operate forklift to transport materials and products throughout the warehouse
- Conduct thorough equipment inspections and perform routine maintenance to ensure optimal performance
- Collaborate effectively with warehouse team members to meet production goals and maintain a safe working environment
- Assist with inventory management by accurately counting and organizing products in designated storage areas

Contemporary Services Corporation Security

January 2024 - Present

- Conducted regular security checks of buildings and grounds to ensure safety of employees and visitors
- Responded promptly to security alarms and emergencies, taking appropriate action to resolve issues
- Collaborated with law enforcement agencies and security personnel to coordinate response to security threats and incidents
- Monitored and patrolled premises to prevent theft, vandalism, and unauthorized entry

Education

High School Diploma August 2013 - May 2017

Pike High School

August 2024

Key Skills

- **Customer Service**
- **Leadership**
- **Microsoft Excel**
- **Adobe Photoshop**
- **Adaptability**
- **Critical Thinking**
- **Communication**