SHAWN M. O'BRIEN

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AREAS OF EXPERTISE:

Logistics Inventory Control Customer Service

Team Leadership Problem Resolution Training

Oversight Organizational skills.

PROFESSIONAL SUMMARY:

Minnesota National Guard Company Supply Manager / Fleet Manager 1-125th Field Artillery, Camp Patriot, Kuwait.

- Planned the daily work of a team of supply specialists to achieve set goals, ensuring maximum output of the supply room.
- Maintained over 56 million dollars of government equipment.
- Received 2 separate awards for outstanding performance during overseas duties.
- Managed over 30 vehicles ensuring 100% readiness and safety of the fleet.
- Conducted monthly inspections of 2 warehouses consisting of 7 annexes and 22 containers, ensuring 100% accountability of assets.

Assistant Supply Manager Bravo Company DHHBN, Rosemount, MN.

2006 - 2010

- Reviewed, inspected and processed over 700 records of clothing issued to personnel.
- Identified operational deficiencies in the supply warehouse and met Army standards by reorganizing storage annexes.
- Supervised five other supply room assistants in daily tasks.
- Accounted for over five million dollars' worth of Secret equipment.
- Conducted monthly inventories ensuring 100% accountability of property.

Assistant General Manager and Head of Security Great American Sports Bar, Bloomington, MN 2003 - 2005

- Assigned over 50 work schedules for employees, ensuring proper coverage for all shifts.
- Recorded all daily cash transaction reports for all wait staff.
- Inspected all incoming orders ensuring that all ordered items were present.
- Consistently set the example for others to follow by being prompt, professional, courteous and calm in situations.

EDUCATION:

WAHSBURN High School, Minneapolis MN
U.S ARMY Basic Training, Jackson SC
U.S ARMY Advanced Individual Training, Fort Lee VA
Honor Graduate