

MORT TYLER

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Objective

An entry level job in sales or logistics for a product wholesaler utilizing my skills in analysis, operation planning, decision making, distribution, marketing, and negotiation.

Capabilities Profile

My proven capabilities are applicable in a variety of areas, including:

Marketing	Warehousing Layout	Sales Analysis
Purchasing	Operations Management	Inventory Control
Negotiating	Traffic/Logistics Management	Planning/Coordinating
Warehousing	Distribution Operations Planning	Presentation Approaches

Education

Bachelor of Science, Industrial Distribution and Logistics, East Carolina University, May 2004
Minor, Business Administration

Examples of Coursework: Global Logistics, Purchasing, Manufacturing, Distribution, Distributor Sales, Technical Writing/Presentation, Warehousing, Transportation

Study Abroad Program, Queensland University of Technology, Australia, July-November 2002
Selected Coursework: Accounting, Management, Marketing, Negotiation

Experience

Exel Pty. Ltd, Brisbane, Australia, 2002
Office Assistant

Exel is the global leader in supply chain management, providing customer-focused solutions to a wide range of manufacturing, retail and consumer industries. I assisted in accounting duties, updating client files, warehouse operations, telephone sales marketing.

Hill-Wallack-Attorneys at Law, Princeton, NJ 2000 - Present
Legal Assistant

Hill Wallack is a full-service law firm with executive offices headquartered minutes from some of the World's leading industry groups. I was responsible for entry into database, scanned files and pleadings, and developed a systematic filing system for the firm.

Computer Skills

MS Office, Adobe Photoshop, Minitab, Microsoft XP

Extra Curricular Activities and Accomplishments

Deans List	ECU Men's Club Soccer
Council of Logistics Management (CLM)	ECU Wrestling Club
Professional Association of Industrial Distribution	Appropriations Committee
Past President and Member of the Chi Phi Fraternity	Inter-Fraternity Council
Senate Member of Student Government Association	Boys and Girls Club