Jose Solis

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PERSONAL SUMMARY

Experienced IT professional with strong technical skills and a background in leadership and customer service. Possessing strong communication, problem-solving and time management skills. I thrive in fast-paced environments and excel at analyzing data, interpret results, and make informed decisions.

EDUCATION

Ocean View High School   **Huntington Beach, CA**

High School Diploma   *Graduation Date: Jun 2012*

Orange Coast College   **Costa Mesa, CA**

Computer Science Certificate of Achievement   *Graduation Date: Jun 2019*

California School of Health Sciences   **Anaheim, CA**

ECG Monitor Tech Certification   *Graduation Date: Feb 2024*

American Heart Association   **CA**

BLS/CPR Certification   *Graduation Date: Feb 2024*

SKILLS

Effective written and verbal communication. Ability to work in dynamic environments. Attention to detail. Strong collaborative, critical thinking, problem-solving and customer service skills. Bilingual English/Spanish.

WORK EXPERIENCE

Amazon   **Huntington Beach, CA**

Logistic Driver   *Nov 2017 - Present*

- Streamlined delivery process by optimizing routes based on traffic patterns and customer locations, resulting in a 15% increase in fuel efficiency and a 20% decrease in average delivery times.
- Achieved a perfect safety record over 900 days by consistently following all traffic laws and completing daily pre-trip inspection checklists with 100% accuracy, ensuring the safe transportation of goods to over 1000 customers.
- Utilized exceptional communication skills to gather detailed delivery instructions from various sources, ensuring accurate and timely deliveries that met customer expectations.

Walmart   **Huntington Beach, CA**

Supervisor   *Nov 2014 - Nov 2017*

- Direct and supervise employees engaged in inventory management.
- Communicating business needs to salaried managers, managing and allocating resources to optimize efficiency.
- Supervised backroom infrastructure in order to maximize time and work efficiency.
- Contribute to the hiring process, interview and evaluate candidates

Full-Stack Web Developer   **Huntington Beach, CA**

Freelance   *Jun 2019 - Present*

- Freelance web developer responsible for marketing, selling services, managing all client relationships, and designing/developing websites and web-based applications for small to large businesses
- Handling all verbal and written communications between hosting companies, clients, and vendors.