

# Zach Meyer

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- 10 years of work experience including working in both retail and office environments in different fields including web development, technical support, sales, warehouse, and retail
- Experience working with Office software: Word, Excel, Outlook, Crystal Reports, Adobe Photoshop, etc. Experienced in Web Design and Development primarily with PHP7, HTML5, CSS, Javascript, and MySQL. Experience working with the Phalcon and Laravel PHP Frameworks, Vue.js Javascript Framework, and jQuery. Experience in working on Windows, Linux, and MacOS Environments
- Completed 2 semesters of college coursework including general education classes and classes associated with information technology with a focus on programming and software design, now pursuing path towards degree in organic chemistry with a focus on clinical pharmacology and medicinal chemistry
- Great ability to adapt quickly to new positions, learn new information, and retain skillsets rapidly and efficiently
- Stellar work history related to timeliness and efficiency; great problem-solving and analytical skills even in areas of work that are unknown
- Excellent vocabulary and grammar skills both with written and spoken language, able to communicate and receive instruction effectively and efficiently
- Forklift Certified

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience – Web Design and Customer Relations/Technical Support

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### **Customer Care Representative**

PerBlue Inc - Madison, WI

September 2011 to April 2012

Assisted customers over e-mail with problems related to iPhone and Android products

- Tasked with maintaining good customer relations through technical support for iOS and Android products over e-mail
- Working with Unix shell, inputting data and manipulating data in MySQL databases for reporting purposes
- Worked with Word, Excel, Outlook, Skype, Facebook, Google Docs/Office Suite, puTTY,, and WinSCP
- Worked in internet forum relations as well as “in-person” relations inside online digital games as a player avatar

## **Lead Web Developer**

Wireless Wisconsin LLC – Eau Claire, WI  
September 2009 to September 2011

Developed and maintained websites and website systems for several business clients throughout the Eau Claire, WI area in a variety of industries

- Primarily worked with customers over the phone, in e-mail, and in person to design digital solutions to their business needs
- Worked with web languages - primarily PHP, SQL, CSS, Javascript, and jQuery
- Maintained MySQL and MSSQL databases
- Worked with Apache Web Server and Ubuntu Server environments
- Worked on Microsoft Windows and Mac OSX computers
- Designed graphics personally as well as worked with the graphic design department to develop stunning designs for modern, trendy websites
- Maintained company websites and community outreach to attract clients from many different local business industries as well as various customers throughout the state of Wisconsin

## **Work Experience – Sales and Warehouse**

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### **Customer Service Associate**

Kwik Trip Inc - Waunakee, WI  
February 2017 to December 2017

General behind-the-counter customer service, cashiering, stocking products, assisting customers with questions and concerns, maintaining clean work environment, adhering to age-restricted product laws, food safety and health adherence .

### **Warehouse Associate/Receiving Associate**

ACD Distribution - Middleton, WI  
November 2014 to November 2017

ORIGINAL POSITION (2014-mid 2015): Order Preparing and Packaging

- Picking and packing orders from inventory picksheets
- Adhering to strict time management to prepare orders, sometimes significantly large orders, for shipping across the entire continental US without damage to the product
- Minimal computer data entry and inventory tracking responsibilities

PROMOTED (mid 2015 to Departure): Receiving Associate

- Accepting, recording, and inspecting large freight and ground deliveries from major US carriers
- Sorting and validating order contents
- Entering data into ERP software
- Interdepartmental communication with accounting and sales departments to verify inventory and customer expectations
- Generating reports and filing damage claims as well as working with carriers and vendors to remedy lost product and prevent loss
- Extreme attention-to-detail and time management required

## Work Experience – Sales and Warehouse (Continued)

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### **Customer Service Associate**

#### **Sales Associate**

Kelley Williamson Company - Madison, WI February  
2013 to October 2014

- Cash Handling and Bookkeeping
- Time Management and Scheduled Task Adherence
- Cleaning, Stocking Product, Making Store Presentable
- General Customer Service

## Work Experience – Food Service and Other

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### **Shift Manager**

Firehouse Subs - Madison, WI January  
2014 to November 2014

- Managing teams of 5-7 people during any shift, making sure employees stay on task for efficient and clean food preparation
- General bookkeeping and cash handling
- Adherence to food safety guidelines and dietary restrictions
- Maintaining presentability of storefront and making sure customers are happy at all times
- Managing employee errors and rectifying mistakes

### **Delivery Driver**

Ian's Pizza on State - Madison, WI  
June 2012 to February 2013

- Delivered top-quality pizzas to customers in extremely popular and fast-paced work environment

## Education

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### **Biotechnology Laboratory Technician**

Madison Area Technical College Online/Night Classes - Madison, WI January  
2017 to Present

### **IT - Programmer/Analyst**

Chippewa Valley Technical College - Eau Claire, WI September  
September 2010 to December 2010

### **High School Diploma**

North High School - Eau Claire, WI  
Graduated 2009

## Industry-Related Professional Experience

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- WEB DEVELOPER - PROFESSIONAL (2 Years)
- WEB DEVELOPER - HOBBYIST (8 Years)
- TECHNICAL SUPPORT (4 years)
- RECEPTIONIST/GENERAL OFFICE (3 years)
- MANAGING CLIENTS/CUSTOMER RELATIONS (4 years)
- RETAIL SALES (5 years)
- FOOD SERVICE (2 years)
- MANAGEMENT (1 year)

## Certifications/Licenses

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### **Upwork – English Spelling Certification**

Scored 4.25/5

### **Upwork – English Grammar Certification**

Scored Top 4.9/5 – Top 10 Percentile

### **Forklift Certified**

September 2016 to Present