

Adam Latta

Order Picker - Marcone Supply

East Peoria, IL

adamjlatta2713@gmail.com

+1 309 422 6455

- Dedicated and personable individual who loves working with people.
- Flexible and versatile - able to maintain a sense of humor under pressure.
- Skilled using computers and power tools.
- Microsoft Endpoint Certified
- Experience working with Excel and Microsoft Office
- Understanding of cybersecurity & risk management
- Time management and organizational skills
- Ability to solves problems quickly

Education

Associate's degree in Web Systems Development

Illinois Central College - East Peoria, IL

August 2022 to Present

Associate Of Sciences in General Studies

Illinois Central College - East Peoria, IL July

2022 to July 2023

1 year college attendance in Industrial Arts & General Studies

Illinois Central College - East Peoria, IL 2012

to 2013

Diploma

Metamora Township High School - Metamora, IL 2008 to

2012

Skills

- Customer Service
- Microsoft End Point certified
- Cybersecurity
- C+
- Troubleshooting
- Problem solving
- Team building skills
- Adaptability
- Training
- Sales

Work Experience

Fishmonger

DIXON FISHERIES - Peoria, IL

January 2024 to Present

Stock products in-store

Help customers with questions and finding items
Preparing orders
Cooking
Product rotation and quality checking Cash
register
Cleaning

Inventory Control Specialist

Marcone Supply - Peoria, IL February
2020 to Present

Keep track of inventory quantities and placement within the warehouse. Run reports to find any errors. Train others in inventory processes to ensure accuracy.

Order Picker

Marcone Supply - Peoria, IL
August 2018 to Present

Pulling and assembling appliance parts orders for shipment. Loading/unloading trucks. Perform other warehouse tasks as needed.

Shop Assistant AutonomousStuff,

LLC - Morton, IL November 2017 to
May 2018

Keeping automotive shop and testing areas tidy. Assist with rack assemblies. Detail vehicles prior to delivery to customers. Perform any other jobs as requested.

Heat Treat Trainee-Supplemental

Caterpillar, Inc - East Peoria, IL
September 2017 to October 2017

Strengthening parts using Heat Treat processes. Took Caterpillar Forklift Certification, Safety, and Crane/ Hoist operation training.