

DeConna Burke

Results-Driven professional and U.S. Army veteran with 8+ years managing inventory, transportation, and warehouse supply operations. Comprehensive knowledge of efficient supply chain management and practical logistical civilian and military activities.

Areas of Expertise include:

- Supply Regulations
- Client Management
- Shipping & Receiving
- Personnel Supervision
- Accounting & Business Administration
- Procurement
- Inventory Management
- Equipment Accountability
- Hazmat Regulations
- Commercial Transportation
- Policies & Procedures

Professional Experience

Swift Transportation • Pheonix, AZ • Mar 2023 to Present

Professional Commercial Vehicle Driver

Performed daily inspection of semi-truck and trailer, maintenance and verification of inventory. Operation and safety of 80,000 pounds or 40 ton vehicle throughout the lower 48 states.

Key Accomplishments:

- Driven over 50,000 miles in 4 months.
- 100% on time delivery
- No infractions or citations.

Jacksonville Sheriff Office • Jacksonville, Florida • Aug 2021 to Dec 2022

Corrections Officer

Enforcing the rules and maintaining routines at a jail, prison or another correctional facility. Their duties include inspecting jail cells according to security protocols and safety codes, supervising inmates during meals and recreational time and diffusing conflicts between inmates to help preserve peace and order.

Key Accomplishments:

- Completion of Jacksonville Sheriff Office Academy.
- Supervision of inmate and inmate activities while in detention facility.

CORT Furniture • North Bergen, New Jersey • Jan 2019 to Mar 2021

Warehouse Supervisor

Coordinates and supervises activities of Operations employees and temporary labor in relation to repair, cleaning, product staging, or truck loading of short-term rental furniture.

Key Accomplishments:

- Maintained inventory of electronics and high end furniture valued over \$2.3 million US dollars.
- Executed orders, inventory and distribution utilizing warehouse management system (WMS) and V-2.
- Organized and developed 2 team leads; supervise 24 personnel.

Auto Zone • Jacksonville, Florida • Dec 2018to June 2021

Parts Associate

Senior Retail Sales Associate drives sales through superior customer service by exceeding customer expectations and providing a WOW! Customer Service experience. While assisting customers, the Senior Retail Sales Associate will perform daily assigned duties and remain compliant with company procedures in accordance to AutoZone expectations.

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Key Accomplishments:

- Provides honest and trustworthy advice to customers regarding the best products that fit the customers' expectations
- Communicates with managers regarding customer concerns and employee matters
- Ability to diagnose automobile problems and recommend solutions

Capital Staffing Solution / Mayo Clinic • Jacksonville, Florida • Sep 2018 to Dec 2018

Logistics Associate

Execute receipt, storage, inventory, distribution and maintenance cleaning of Pharmaceutical equipment. Coordinate, delivery and shipment of third-party companies.

Key Accomplishments:

- Accountability and visibility of pharmaceutical property valued at \$20 million US dollars.
- Executed orders, inventory and distribution utilizing PAR Vision and PAR client.

GSS /AC FIRST/AECOM, Theater Provided Equipment • Bagram, Afghanistan • Nov 2017 to Nov 2018

Inventory Management Specialist

Oversee and Execute receipt, storage, inventory, quality control, distribution and maintenance of Army war reserve vehicle fleet and equipment. Initiate planning and management of materials from warehouse to deployment fields.

Key Accomplishments:

- Maintained 100% accountability and visibility of procured property valued at \$121M+.
- Provided inventory control through computerized GCSS-Army system utilizing SAP.

Loyalty Representative-ADT, Jacksonville, FL (2013-2014)

Infantryman, 3-7 Infantry Regiment U.S. Army Fort Stewart, GA (2008-2012)

Inventory management, Prolog, FL (2021-2021)

Reach Truck Driver, Dollar Tree Distribution Center (2015-2017)

Education

Bachelor of Arts, Criminal Justice • Anticipated Graduation: Spring 2024

Colorado Technical University • Jacksonville, FL

Training & Development

- Transportation Management Course
- Transportation Coordinators Automated Information for Movement Systems II (TC-AIMS II)
- Integrated Computerized Deployment System (ICODES)
- Small Arms Ammunitions Course
- Safety Qualified Supervisor Training (SQS)