**JEREMY BULLARD**

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**PROFESSIONAL SUMMARY**

Warehouse Manager and Logistic Specialist and Military Veteran with a Secret Security Clearance and over 8 years of proven experience in the United States Army. Accomplished measurable results while leading teams of 8 personnel in a dynamic, fast - paced environment. Possess a comprehensive background in supply chain and warehouse supervision derived from conducting domestic and global operations. Managed risk upon multiple lines to protect assets, property, and equipment valued over $30M while meeting the expectations of senior leadership. Possess extensive knowledge in supply tracking, storage, and issuance. Recipient of multiple awards for outstanding performance and professionalism. Career supported by a Bachelor of Arts in Communications and military certifications in Automated Logistic Management.

• Team Leadership

• Equipment Management

• Training and Development

• Quality Assurance

• Personnel Management

• Strategic Planning

• Automated Tracking Systems

• Risk Management

• Warehouse Management

**PROFESSIONAL EXPERIENCE**

**ICS Inspectors – Sept. 2022 – May. 2024**

Responsible for Home Energy Rating functions for residential new construction, performance inspections and testing for Environments For Living, Energy Star, Code compliance, forensic diagnostics and National and Local Green programs.

Traveled to multiple states to conduct field verification and diagnostic testing services to confirm compliance with building efficiency standards.

Responsible for measuring and evaluating quality of new homes to improve the systems and processes of clients.

Performed daily data entry gathered from the field and other employees to assist in the completion of over 500 home inspections.

Certified HERS, RFI, Energy Star

**DPIS – Jul. 2021- Jul. 2022**

Performed blocking Inspections of the Frame Only system concentrating on air infiltration floor blocking and chase fire blocking.

Completed Insulation Inspections to verify the energy efficient components the builder is installing to comply with either IECC code, HERS, IC3, Energy Star or other program guidelines.

Conducted dry wall inspections which covered securing the drywall properly, adding some structural integrity and possibly increase firewall makeup.

Performed Energy Final testing, including Blower Door and Duct Blaster Testing. Tested parameters to meet or exceed the limits in the Proposed calculation for whatever energy program level the builder desires. Code, HERS, Energy Star, EFL,

**Bullard Bound Logistics, LLC – Jan. 2020 – May 2021**

**Owner/Operator**

Responsible for safely driving large cargo trucks over long distances while adhering to all traffic laws

Involved with loading and unloading cargo, planning routes

Interacting with and performing dispatching roles and logging all trucking activities

[Monitor](https://www.walmart.com/browse/computers/computer-monitors/3944_3951_1230331)ed wear and tear and maintained trucks and equipment to ensure optimum functionality

Performed business-related duties to include accounting responsibilities, such as submitting [tax](https://quickbooks.intuit.com/) information and calculating business expenses to determine net income.

**Atlanta Electrical Distributor – Oct. 2018 - Jan. 2020**

 **Project Site Supervisor**

Oversaw day to day operations of the facility

Provided site safety and security; devise and implement site policies and procedures

Conducted regular inspections and maintenance of systems and equipment; monitor fire alarm control panels and other emergency equipment

Handled emergencies appropriately according to established procedures; prepare and file accident reports

Supervised and evaluate staff; complete employee reviews; keep accurate records of employee attendance and timesheets; provide positive direction to motivate quality performance; discipline personnel when necessary and appropriate

Set project goals and oversaw projects to completion; scheduled and track assignments

Handled sensitive information with confidentiality

Ensured compliance with company or government regulations; ensure compliance with contracted service level agreements (SLAs); maintain up-to-date county, municipal, and state licensing

Communicated with customers regarding products and services

**UNITED STATES ARMY – Various Locations 2009**

**– FEB. 2018**

**Automated Logistical Specialist**

Supervised and performed management of stock records and warehouse functions pertaining to receipt, storage, distribution and issue of equipment and parts.

Maintained positive control over all inventory and equipment, including high priority sensitive items, as well as creating and managing the location system accounting for over $30M

 Prepared reports on labor and equipment, available storage space, relocation of materiel, warehouse refusals and stock requirements

Ensured application of special procedures for handling, storing, packaging, and shipping retrograde material

Processed data inquiries and managed referred listings and cards; managed controlled, critical, and reserve stocks and operational readiness floats

Processed output from catalog inquiry program, document modifiers and special cancellation requests

Simplified and standardized the collection and use of maintenance data; improved readiness management and visibility by providing equipment status and asset data

Supervised and evaluated a team of 15 personnel in daily operations

**Prescribed Load List Clerk**

Unloaded, unpacked, visually inspected, palletized and stored incoming supplies and equipment. Maintained stock locator system and administers document control procedures, processed inventories, surveys and warehousing documents.

Reviewed and verified quantities received against bills of lading, contracts, purchase requests and shipping documents

Processed requests, and turn in documents at direct support level through warehousing section

Successfully maintained 100 percent accountability for 1,300 lines of Shop Stock List equipment valued at $807,156

Performed prescribed load list (PLL) and shop stock list (SSL) duties in manual and automated supply applications such as GCSS-Army, SAMs-E, SARRS

Effectively prepared, annotated, and distributed shipping documents to include operating material handling equipment (MHE)

Assigned duties, instructed, and supervised subordinates in proper work techniques and procedures, resulting in the promotion of subordinates

**EDUCATION**

Automated Logistical Specialist, United States Army

Bachelor of Arts, Communications – Broadcast Journalism, East Carolina University

Associate of Applied Sciences, Criminal Justice, Hudson Valley Community College

**CERTIFICATIONS**

HERS Certified

RFI Certified

Energy Star Certified

Global Combat Support System (GCSS-Army)

SAP ERP

Standard Army Maintenance System Enhanced (SAMS-E)

Standard Army Retail Supply System (SARSS- 1)

**SELECT AWARDS**

Army Achievement Medal (4)

**TECHNICAL SKILLS**

**Software:** Microsoft Office (2003, 2007, 2010), SharePoint

**Operating Systems:** Mac / Microsoft Windows (95, 98, XP, Vista), Windows 7, Windows 8