
SMITHJ



JAKE@JAKEESMITH.COM



435-862-4856



LINKEDIN.COM/IN/JAKEEDWARD
SMITH/

JAKEESMITH.COM

OBJECTIVE

*Organized & hardworking
manager looking join a team
where I can grow the company
and its people.*

SKILLS

*Experienced Customer Service
Manager with experience in
Leadership, Team Building,
Human Resources, Project
Management, Shipping and
Receiving, MS Office, System
Administration, Network
Administration, and Linux.*

EXPERIENCE

WILDING WALLBEDS

Feb 2004 to Present

My duties include creating and implementing training programs for installers, creating and implementation training programs for delivery drivers, and creating and implementation training programs for customer service employees. I am also responsible for maintaining the companies DOT Compliance and managing the commercial fleet.

EDUCATION

CERTIFICAT IN STRATIGIC LEADERSHIP

Dixie Technical Collage

Gained a working understanding of key & critical management disciplines such as Leadership, Human Resources, Project Management, and Business Finance.

Graduated April 27th, 2023.

A+, NETWORK+, AND CCNA CERTIFICATIONS

Southwest Applied Technical Collage

Increased my knowledge of computer equipment and explored computer hardware, networks and networking, and basic computer programming. I specialized in Computer Building and Linux System Administration

Received 2002. (I can recertify upon employment if required)

Highschool Diploma

Canyon View Highschool

Graduated 6 months early with an average GPA of 3.78

Graduated in 1999
