

UNIV201 Career Planning and Management Resume Narratives

#3 Colby Smith: BSHCM student transitioning from MIL to civilian work

Hello, I'm Colby Smith, and I am 30 years old and I have a girlfriend. You see, my whole family consists of nurses, orderlies, caregivers, and so on. I joined the Army straight from high school because I thought I wanted to be a combat nurse. It turns out that I was not cut out for that, so I was moved over to logistics. I had a lot of great success but have decided to leave the military.

My aunt became head of nursing for the Golden Ray Medical Network, and she complains all the time about supplies being missing or bring delivered late. I thought, "I know logistics so well, I bet I could make sure that no nurse is ever short on gauze again!" I came to CTU to study Health Care Management with a concentration in health informatics to learn the business side of health care and combine logistics knowledge with my passion of helping others. I feel like an online program would work best for my busy schedule. I currently work in fast food and volunteer as a football coach at our city recreation program. I'm pretty focused on completing this degree and getting into a new career before I get married or start a family.

I know I'll have to start at the bottom, so I don't want to wait until school is over to apply for jobs. I was able to use my aunt's connections to do a few informal interviews, and I found out that they need problem solvers who can work with a lot of people. I made sure to add "efficient solutions" and "collaborative success" to my Professional Summary to demonstrate that I understand their need. Luckily, I can back it up—ask anyone in my squad.

Before I listed my experience, I wanted to make sure that my specific skills were right up front, so I chose a combination resume. This allowed me to highlight at the top that I am always improving. For example, I completed the Six Sigma certification.

One good thing was that I kept my resume up to date throughout my military career, so I have all of these great details to validate my achievements, like the fact that I achieved a 96.4% delivery rate with zero loss. If the company I am applying to is having delivery issues, that statistic really stands out.

My hope is that this resume shows potential employers how my skills can solve the issues they are experiencing. I am really confident that I've matched my skills to the job requirements, and that should help me get noticed. Now all I have to do is get my schoolwork done and brush up on my interview skills!

Colby Smith

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Professional Summary: Thirteen years experienced logistics and distribution professional receiving consistent promotions, as well as recognition for outstanding service in leadership and quality control. Enthusiastically dedicated to efficient solutions and collaborative success.

Skills and Qualifications

- Distribution coordination with lean production, Six Sigma, and continuous improvement
- Training and leadership
- Quality assurance
- Inventory control
- Standards and procedures compliance
- Vendor and staff relations
- Transportation and materials handling

Logistics Coordinator, United States Army, (various locations) 2010–2019

- Coordinated logistics network and distributed wide range of supplies to multiple countries.
- Trained and worked with 10-person staff in cutting-edge logistics tracking technology to meet contract and government needs.
- Achieved a 96.4% delivery rate with zero loss, saving \$2.3 million over a 1-year period.

Logistics Support, 2006–2010

- Supported logistics network and distributed \$11 million in petroleum products per month.
- Monitored quality control systems to ensure a 94.3% average delivery rate, saving an average of \$350,000 per month.

Education

Bachelor of Science in Healthcare Management
Colorado Technical University

Expected Graduation 2021
Colorado Springs, CO

- Health Informatics Concentration