
KEN DEVRIES

519-808-0162 kendevries@gmail.com <https://ca.linkedin.com/in/kendevries1>

Applying for **Human Resources Professional** position: Generalist, Specialist, Assistant, or Consultant

OBJECTIVE & PROFILE:

A dedicated and experienced graduate of the Human Resources Management Graduate program at Fanshawe College. Confident in experience, enthusiasm and leadership. Highly personable with excellent customer service and teamwork skills. Looking to use previous business and career experience, and recent education, to provide an excellent addition to an established Human Resources team.

KEY STRENGTHS:

- Educated: BA in Business Administration, on-going learning, & recent graduate in Human Resources Management
 - Personable: Friendly and outgoing, high EQ, excelling in service and support of customers and team members
 - Entrepreneurial: Started and ran two businesses for over 18 years; served on volunteer boards
 - Experienced: Wide variety of work experience in sales, service, delivery, assembly and inspections
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SKILLS AND EXPERIENCE:

- Leadership: Trained and led employees in multiple facets of the business operation
 - Helper: Listens and observes to identify needs and desires to better offer solution options and direction
 - Tech-fluent: Above-average computer skills in MS Office, Outlook/Exchange, and social media, average in HRIS
 - Adaptability: Thrives in new and chaotic situations, remains calm, optimistic, and positive
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RELEVANT EXPERIENCE:

- Loader & Driver, One Extra Guy, London, ON** October 2016 - present PT
- Drove commercial trucks for deliveries in Southern Ontario, loaded and unloaded furniture, sequenced inventory in the warehouse
- Cross-Dock Loader, Crossroads Express, Aylmer, ON** June to August, 2019
- Loaded and unloaded trucks using counter-balance forklift, sequenced in the warehouse, shunted trailers, daily cleaning
- Client Services, Great Promotions, London, ON** January, 2017 – present casual
- Marketed promotional products and apparel within London and SW Ontario. Still do some deliveries, production, and sales work with them.
- Relationship Manager / Team Leader, TicketWindow Inc., London, ON** April, 2016 – 2020 (Covid)
- Performed prospecting and sales duties for sponsorships and events on an as-needed basis
 - Updated large database of contacts, ensuring timely data entry and accuracy
 - Led on-site crews at concerts, festivals and airshows; resolved problems with tickets and event patrons

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RELEVANT EXPERIENCE (CONTINUED):

Dealer Support Representative, EasyAutoBids.com, London, ON June to November, 2018

- Enrolled auto dealers to join EAB Dealer Network, built and maintained an accurate database

Service Delivery/Audio Testing, Occu-Med Health Services, London, ON January to August, 2015

- Performed on-site hearing and health testing, also performed some database management

Temp Agency Factory Work, with HCR (Formet) and SRG (Takumi and Marwood) 2013-2014

Owner / Publisher, The Shepherd's Guide, Southwestern ON 1997 – 2013

- Founded and published a widely-circulated advertising directory in 3 areas of SW Ontario

Quality Inspector & Production Associate, Lear Corporation, St Thomas ON July 1994 - Jan 1999

- Inspected in-process and final-assembly car seats, and built seats on assembly line
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COMMUNITY INVOLVEMENT:

Support & Sales Volunteer, London Beatles Festival, London, ON 2016 – 2018

- Assisted Festival Director and Founder in planning, sales, and organization of music festival
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CERTIFICATION AND TRAINING:

- Global Leadership Summit, Volunteer and Attendee, 2013–2020
 - Forklift Certification (May, 2019)
 - Food Safety Certification (April, 2019)
 - SmartServe Certification (December, 2015)
 - Dale Carnegie Sales Leadership Course
 - VitalSmarts “Crucial Conversations” Training Seminar
 - Ontario Licence Class GM, with experience driving cars, cube vans, RV, 26-foot straight truck, forklifts, and shunting trailers
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EDUCATION:

Bachelor of Arts, (Major in Business Administration), Redeemer University, Hamilton ON, Sept 1985 - April 1990

Graduate Certificate, Human Resources Management, Fanshawe College, London ON, Jan 2020- Aug 2020