

CONTACT

- ☎ 540-219-2715
- ✉ Caleb.B.Gibson03@gmail.com
- 🌐 www.LinkedIn.com/in/caleb-gibson-6512b9272

EDUCATION

James Madison University
Communication Studies
2021- Present
High School Diploma
Orange County High School
August 2017- May 2021

SKILLS

- Communication
- Teamwork
- Critical thinking
- Time management
- Leadership
- Adaptability
- Project Management
- Resilience

CERTIFICATIONS

Microsoft 365 Fundamentals
- Associate Level

Microsoft Excel Certification
- Associate Level

CALEB GIBSON

WORK EXPERIENCE

The Home Depot, Harrisonburg, VA

Garden Associate / Freight Associate | May 2023 – Present

- Garden Associate (May 2023 – October 2024)
 - Received associate of the month multiple times for providing excellent customer service, as I always was willing to help customers find products and answer any questions on products or ways to complete projects
 - Certified on different equipment including (Forklift, Reach Truck, Bally pal lift, Electric Pallet jack, and Order Picker). These were used to assist getting products for customers as well as loading and unloading vehicles.
- Freight Team Associate (October 2024 – Present)
 - Work in a group of 4 associates collaborating to unload product from semi-trucks after the store closes. We separate the products in an organized way then move the product to the store floor and pack it out.
 - Certified on the Pacer, where I enter the trucks to remove pallets that may be broken or too heavy to be lifted with a pallet jack.
 - Certified Coach to train associates on different lift equipment and become certified in the safe and proper way of using these machines.

Orange Madison COOP, Orange, VA

Warehouse Associate | May 2022 – August 2022

- Operated a forklift, which consisted of loading customer vehicles as well as loading/unloading products from semi-trucks.
- Proficient in customer service as I regularly interacted with customers as I loaded vehicles with pallets of product.

Iron Pipe Ale Works, Orange, VA

Cook / Server / Planner | December 2020 – December 2022

- Assembled pizza, wings, and other array of food for customers in a timely manner.
- Catered customer parties up to 50 customers and constantly gave assistance to make the celebration move as smooth as possible.
- Assisted owner in planning and coordinating events as well as was in control of financial sheet and recording revenue each