ETHAN MATTA

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WORK EXPERIENCE

AMAZON

SLC1 (ARS) | WORKPLACE HEALTH AND SAFETY SPECIALIST

Salt Lake City, UT

05/2022 - PRESENT

* Responsible to know the contents of and enforce compliance with some Amazon policies based on OSHA laws. Owned policies are as follows:

WHS Safety Equipment Inspection, WHS Hazardous Energy Control Procedure, WHS Confined Space Procedure, WHS Conveyor and Machine Guarding Procedure, WHS Hot Work Procedure, WHS Machine Safeguarding Procedure

* Ensures associates at the facility (anywhere from 300 – 1000) are following other safety policies and procedures including safety related dress code, personal protective equipment, and safety related behavioral policies.
* Report on safety metrics to high level operations managers utilizing Microsoft Word and Microsoft Excel skills.
* Assist Onsite Medical Representatives during emergent medical events on site.
* Review and assist operations mangers in injury investigations.
* Manage a committee of associates for safety ideas, safety related projects, and audits.
* Manage and administer random drug tests on site.
* Conduct investigations (including finding video evidence) for safety policy infractions, hold “Seek to Understand” meetings to hear the associes’ side of the story, and ultimately recommend corrective action based on findings.

GUARDIAN FLIGHT | COMMUNICATIONS SPECIALIST(DISPATCH)

South Jordan, UT

11/2020 – 5/2022

* Responsible for taking and making calls related to emergent medical transports. Calls such as those received and made to rotor wing and fixed wing flight crews and pilots, as well as calls taken and made to medical facilities.
* Enforced HIPAA laws while making and receiving calls by knowing who can and cannot know certain pieces of personal information.
* Demonstrated excellent multitasking and attention to detail in high-pressure situations such as having as many as 30 flights running at the same time and pilots and crews experiencing stressful situations.
* Managed logistics of sending ambulances to crews where and when they are needed. At times, it was required to call around and find other ambulance companies when our usual companies were too booked to transport my crews.

THE HOME DEPOT | DEPARTMENT SUPERVISOR

American Fork, UT

03/2015 – 03/2019 (Supervisor from 2016 – 2018)

* Managed teams of 5-50 associates in the Electrical and Front-End departments.
* Strategically utilized the friendliest of cashiers at my cash registers with the highest foot traffic to achieve 3 weeks of a 100% cashier friendliness score store-wide.
* Implemented cross-merchandising and sales analysis to drive positive sales growth in the Electrical department.
* Turned around negative performing product classes (e.g., light bulbs, wire) to positive year-over-year sales by utilizing cross-merchandising as well as personal study regarding lights bulbs specifically to create a “good, better, best” mentality among my associates. Sales were running around 20%, depending on the class.
* Took part in leadership courses to qualify me to conduct new hire interviews at my store.

EDUCATION

WESTERN GOVERNORS UNIVERSITY

BACHELOR OF SCIENCE | COMPUTER SCIENCE | September 2022 – Present (Expected Graduation: February 2027)

PAYSON HIGH SCHOOL | PAYSON, UT

HIGH SCHOOL DIPLOMA | Graduated 2010

SUMMARY OF SKILLS

* 2 years of management experience
* 4 Years of retail/direct customer service experience
* 7 Years of total warehouse experience
* Proficient using Microsoft Word and Microsoft Excel
* Proficient in Python, C++, HTML, CSS, SQL, PostgreSQL, MySQL, VBA. Acquired through personal and university study.
* Linux Professional Institute – LE-1: Linux Essentials April 23, 2024
* Certified 3M Fall Protection Competent Person (6424) September 6, 2023 – September 7, 2025
* Certified 3M Fall Protection Equipment Inspector (6411) September 8, 2023 – September 8, 2025
* Certified American Red Cross First Aid/CPR/AED September 19, 2024 – September 19, 2026