Tom Khmil
Tomkhmil17@gmail.com

EDUCATION
TEMPLE UNIVERSITY – Fox School of Business, Philadelphia, PA
Bachelor of Business Administration   Graduation: May 2026
Major: Management Information Systems | GPA: 3.8
Selected Courses: Accounting, Digital Systems (MIS), Data and Analytics; Risk Management and Insurance
Activities: Association of Information Systems (AIS), Intramural Soccer, Intramural Volleyball

EXPERIENCE
HADCO METAL TRADING, Bensalem, PA   November 2023- Present
Automated Storage Operator
- Support the integration of data collection processes with the use of various systems and tools such as Kastologic and Pentagon2000SQL.
- Contribute innovative insights to implement solutions to complex challenges including troubleshooting material data errors.
- Collaborate and facilitate meetings with team members and stakeholders to manage transformational large projects.
- Efficiently managed projects by planning, executing, and measuring each step of the process.

BAINS LANDSCAPING, Philadelphia, PA   June 2022 – May 2023
Landscaper
- Worked with clients to assess their landscaping needs and preferences, translating ideas into detailed design plans.
- Executed landscape installations, including planting, mulching, and hardscape construction, ensuring projects were completed on time and within budget.
- Demonstrated adaptability and problem-solving skills in addressing unexpected challenges, such as weather-related setbacks or client-requested modifications.

FEDEX, Philadelphia, PA   January 2022 – June 2022
Package Handler
- Worked closely with a diverse team of package handlers to coordinate tasks, improve workflow efficiency, and achieve overall operational objectives.
- Assisted in maintaining accurate inventory records by updating the tracking system with package information and ensuring proper documentation for all shipments.
- Sorted and organized incoming packages based on shipping labels, ensuring accurate and timely delivery to the correct destinations.

SKILLS
Software: Microsoft Office, Knowledge of API's, ETL, Salesforce, JavaScript, Python, SQL
Languages: Fluent in American Sign Language, Conversational proficiency in Ukrainian
Certifications & Licensures: Google Analytics, Google, October 2023