

# Michael Sullivan

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EDUCATION	<b>Western Governor's University</b> Bachelor of Science, Accounting	November 2025
	<b>University of Wisconsin -Milwaukee</b> , Milwaukee, WI Bachelor of Science in Criminal Justice	May 2015
WORK EXPERIENCE	<b><i>Branch Manager</i></b> <b>Bay Trailer Depot</b> , Green Bay	October 2023 - Present
	<ul style="list-style-type: none"><li>• Supervise sales team</li><li>• Forecast and order appropriate inventory levels</li><li>• Track monthly sales target goals</li><li>• Create purchase orders and bills</li><li>• Run a full service repair shop</li></ul>	
	<b><i>Inside Sales</i></b> <b>Bay Trailer Depot</b> , Green Bay, WI	October 2020 - October 2023
	<ul style="list-style-type: none"><li>• Assist customers and recommend products based on their needs in person, online, Facebook, and over the phone</li><li>• Manage social media platforms</li><li>• Manage website listings</li></ul>	
	<b><i>Retail/Inside Sales</i></b> <b>Bay Verte Machinery</b> , Green Bay, WI	March 2018–September 2020
	<ul style="list-style-type: none"><li>• Managed customer accounts</li><li>• Assisted customers on showroom floor</li><li>• Cold calls for new business</li><li>• Merchandising</li></ul>	
	<b><i>Correctional Officer</i></b> <b>Brown County Sheriff's Office</b> , Green Bay, WI	January 2016-March 2018
	<ul style="list-style-type: none"><li>• Supervise inmates</li><li>• Maintain safety and security of inmates and the general public</li><li>• Strictly follow policies and procedures to ensure needs of the facility are met</li><li>• CERT (Correctional Emergency Response Team) member</li></ul>	
	<b><i>Scheduling Manager</i></b> <b>Securitas Security Services</b> , Milwaukee, WI	September 2015-January 2016
	<ul style="list-style-type: none"><li>• Schedule 150 employees at 25-40 job sites</li><li>• Payroll and billing</li><li>• Interviewed potential employees</li></ul>	
	<b><i>Field Supervisor</i></b> <b>Securitas Security Services</b> , Milwaukee, WI	September 2014-September 2015
	<ul style="list-style-type: none"><li>• Supervised 500 employees at 100 sites during non-business hours</li><li>• Site inspections</li><li>• Responsible for the branch after regular business hours</li></ul>	
	<b><i>Security Officer</i></b> <b>Securitas Security Services</b> , Milwaukee, WI	May 2013-September 2014
	<ul style="list-style-type: none"><li>• Customer service oriented</li><li>• Worked with high profile clients</li></ul>	
	<b><i>Material Handler</i></b> <b>Meca and Technology Machine</b> , Green Bay, WI	May 2012 – January 2013

***Warehouse Crew***  
**Pomp's Tire and Auto, Green Bay, WI**

May 2009 – January 2012