

Kameron Ramsey

Dallas, TX 75212 | (469) 988-8167 | kameronramsey03@gmail.com

Professional Summary

Detail-oriented Business Operations student with nearly 5 years of experience, including leading operational activities at Bank of America and processing up to 1,600 daily transactions at Walmart. Skilled in process improvement, workflow automation, and inventory management for over 1,000 packages daily. Proven ability to enhance efficiency and ensure adherence to organizational standards.

Willing to relocate to: Dallas, TX

Work Experience

Lead Operations Representative

Bank of America | Dallas, TX

February 2025 to Present

- Processed operational activities, queries, and item processing functions for multiple business lines, ensuring accuracy and efficiency
- Met internal deadlines and Service Level Agreements (SLAs) by adhering to established timelines with business partners
- Provided guidance to team members and shared functional knowledge, contributing to successful project and initiative outcomes
- Maintained adherence to internal operational and financial controls, supporting risk management within the business unit
- Improved process efficiency by reviewing workflows and implementing automation opportunities

Cashier

walmart | Dallas, TX

March 2024 to Present

- Processed up to 1,600 daily transactions, ensuring accurate cash handling and efficient customer service
- Utilized Walmart app to manage financial transactions and maintain accurate records, supporting audit compliance
- Oversaw inventory management for over 50 product categories, maintaining optimal stock levels and reducing stockouts
- Identified and resolved cash balance discrepancies up to \$300, maintaining financial integrity and minimizing losses
- Collaborated with team members to implement Array, resulting in improved customer satisfaction scores

Sorting Associate

amazon | Dallas, TX

April 2021 to September 2022

- Contributed to production efforts by sorting up to 360 packages per hour, consistently meeting daily targets and maintaining operational efficiency
- Managed inventory for over 1,000 packages daily, ensuring accurate tracking and organization across diverse product categories
- Utilized Amazon Redshirt inventory management system to track and analyze inventory data, optimizing stock levels and minimizing discrepancies
- Collaborated with a team of over 500 peers to streamline sorting processes, fostering a productive and efficient work environment
- Streamlined sorting processes, increasing efficiency across manufacturing production lines
- Collaborated with quality control team to implement new sorting protocols, optimizing operational efficiency and reducing product defect rates
- Implemented new sorting protocols with quality control team, reducing defect rates for key product categories
- Oversaw training program for new sorting personnel, enhancing team proficiency in handling diverse product variations

Education

Business Operations (Certificate)

Year Up United / Dallas College | Dallas, TX

September 2024 to Present

Business (Associate's degree)

Southern New Hampshire University

April 2026 to August 2026

Skills

Quality Control Data Entry Budget Management Workflow Automation Inventory Management
Systems Supply Chain Management Strategic Planning Financial Reporting Revenue Growth
Financial Analysis Operational Risk Management Process Optimization Proficient in Microsoft Office
365, Microsoft Teams, Dropbox, Slack Cost Reduction Performance Metrics Zoom. , Market
Analysis

Certifications and Licenses

Project Management Institute

Professional Scrum Master™ I (PSM I)

Bloomberg Market Concepts