

NICHOLAS ABOUHALKAH

OPERATIONS • LOGISTICS • INFORMATION TECHNOLOGY • SOFTWARE

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PROFESSIONAL PROFILE

Operations, logistics, information technology, and software professional with a demonstrated record of earning increased responsibility across private industry and public education. Experience includes personnel supervision, freight operations, hazardous materials compliance, inventory and parts management, district technology support, and internal application development. Known for solving operational problems, maintaining accountability, improving workflow, and supporting mission critical work. Seeking an Indiana Army or National Guard civilian career with long term advancement into operations, logistics, program management, technology, and supervisory leadership.

CORE QUALIFICATIONS

OPERATIONS: Team supervision • Workflow coordination • Freight and logistics • Inventory and parts • Vendor coordination • Safety and compliance • Process improvement

TECHNOLOGY: Microsoft Intune • Active Directory • Microsoft Azure • Spiceworks • Windows support • Hardware repair • Device deployment • Wireless and printer troubleshooting

DEVELOPMENT: PHP • HTML • CSS • JavaScript • Internal web applications • Digital reporting and records workflows

PROFESSIONAL EXPERIENCE

IT Technician

January 2026 to Present

Tippecanoe Valley School Corporation • Akron, Indiana • 16 hours per week

- Provide technology support across a district environment serving approximately 2,100 students and teachers while working directly under the IT Director.
- Resolve laptop, user account, software, wireless, printer, classroom display, device setup, and general technology issues and perform hands on hardware repair and deployment.
- Administer and troubleshoot devices and access through Microsoft Intune, Active Directory, Microsoft Azure, and Spiceworks and build internal applications with PHP, HTML, CSS, and JavaScript.

Forklift Operator

January 2021 to November 2025

Old Dominion Freight Line • Fort Wayne, Indiana • 50 hours per week

- Became a trusted go to employee for difficult freight, trailer rework, load planning, and urgent operational needs in a high volume terminal environment.
- Reworked trailer loads to improve space utilization and freight flow while protecting shipment accuracy, equipment safety, and dock efficiency.
- Performed daily equipment and safety inspections and verified freight documentation, including hazardous materials paperwork, before loading or movement.
- Received the 2024 ODFL 2.0 Service Award after identifying a hazardous materials shipment without required documentation and stopping improper loading; nominated three times overall.

PROFESSIONAL EXPERIENCE CONTINUED

Parts Manager

2022 to 2024

Caliber Auto Collision • Fort Wayne, Indiana • 50 hours per week

- Promoted from Detailer into responsibility for the shop parts operation supporting collision repair workflow and technician productivity.
- Ordered parts, coordinated with vendors, received deliveries, tracked inventory, matched components to repair orders, and resolved shortages or incorrect parts.
- Kept technicians supplied so repairs could proceed on schedule, directly supporting shop throughput and timely completion of customer vehicles.

Forklift Operator

December 2019 to January 2021

FedEx Freight • New Haven, Indiana • 30 hours per week

- Supported inbound and outbound freight operations while concurrently holding a full time management role.
- Located, moved, and staged time critical hot freight so priority shipments could meet outbound deadlines while maintaining shipment accuracy and equipment safety.

Shift Manager

March 2019 to January 2021

Rally's • Fort Wayne, Indiana • 45 hours per week

- Promoted from team member to Shift Manager and supervised employees, assigned work, handled opening and closing duties, managed cash, and kept shifts operating efficiently.
- Managed inventory, food ordering, sanitation, customer service, staffing priorities, and day to day problem solving in a fast paced restaurant environment.
- Coordinated staff assignments around individual strengths and service needs to maintain consistent operations.

SELECTED TECHNOLOGY PROJECTS

- **FFA Reporting Portal:** Built a web based reporting workflow that retains uploaded reports digitally and supports printed records for scholarship related reporting.
- **Maintenance Equipment Tracker:** Built an internal application for the maintenance department to track tables and other equipment and improve accountability for shared assets.
- **Social Media Archive:** Developing a Facebook records archiving system intended to support school district compliance with state recordkeeping requirements.

EDUCATION

Associate of Applied Science in Software Development

Ivy Tech Community College • Graduated May 2026

LEADERSHIP AND RECOGNITION

- ODFL 2.0 Service Award, 2024. Award recipient and three time nominee for safety, judgment, and service performance.
- Hoosier Boys State, 2009. Successfully campaigned for and was elected to a Senator position by fellow participants.

FEDERAL ELIGIBILITY AND ADDITIONAL INFORMATION

Schedule A eligible for noncompetitive federal appointment consideration • United States citizen • Valid Indiana driver license • Reliable transportation • Portfolio: abouhalkah.info