

Dmitri Charles

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SUMMARY

Depot Logistics Operator with 7 years of progressive experience supporting federal IT and **systems integration programs** in controlled warehouse and depot environments. Manages hardware receipt, inspection, repair coordination, refurbishment, functional testing, packaging, shipment, and **spare parts inventory** for distributed field operations. Performs Windows OS imaging, re imaging, configuration loading, RMA processing, warranty support, supplier coordination, consumables replenishment, and logistics recordkeeping. Supports **nationwide multi site deployments** by coordinating replacement components with field service teams and preserving traceability across hardware lifecycles. Identifies obsolescence risks, evaluates sustainment options, and prepares clear logistics inputs for program reviews. Brings dependable depot execution, practical inventory discipline, and experience supporting federal programs requiring background screening and **Public Trust** eligibility.

EXPERIENCE

Senior Depot Logistics Operator July 2024 - Present
Prairie Federal Technologies *Tulsa, OK*

Directs depot flow for computing hardware and field replaceable components supporting a federal systems integration program across more than 30 operating sites. Leads receiving, refurbishment, imaging, testing, shipment, inventory review, supplier coordination, and lifecycle reporting.

- Directed depot flow for **computing hardware** supporting more than 30 federal operating sites.
- Controlled receiving, inspection, **refurbishment**, testing, packaging, and shipment queues with asset traceability.
- Performed Windows **OS imaging**, re imaging, **configuration loading**, and verification before hardware redeployment.
- Coordinated RMA cases and warranty exchanges with suppliers using serial and disposition records.
- Reviewed **spare parts** balances and consumable usage before **sustainment** demand created shortages.
- Presented obsolescence risks, replacement options, and depot status during program reviews.

Depot Logistics Specialist January 2022 - June 2024
Frontier Mission Systems *Oklahoma City, OK*

Managed spare parts and returned equipment for a multi site federal IT modernization effort. Supported installation schedules through inventory control, replacement kit preparation, imaging checklists, supplier returns, and lifecycle monitoring.

- Managed **spare parts inventory** against **installation** schedules and field demand for federal modernization.
- Routed returned computing equipment through **repair**, refurbishment, testing, or supplier return workflows.
- Prepared replacement kits for field teams, verifying configuration, documentation, and **shipment** completeness.
- Built imaging and configuration loading checklists for consistent replacement computer preparation.
- Reconciled shipping, receiving, and **RMA records** against physical inventory and serial data.
- Flagged end of life **components** and supplier constraints for sustainment alternative review.

Logistics Technician October 2020 - December 2021
Cimarron Integration Services *Norman, OK*

Supported depot receiving and inventory control for federal technology installations through documented custody workflows. Prepared field hardware, maintained movement records, coordinated defective component returns, and applied lifecycle practices during daily depot operations.

- Supported depot receiving and inventory control for federal technology **installation** materials.
- Verified quantities, part numbers, serial numbers, and condition before storage or technical evaluation.
- Prepared outbound hardware and replacement parts against approved field installation requests.
- Maintained inventory transactions and **shipping records** for spare traceability and equipment movement.
- Coordinated supplier returns for defective components with complete RMA documentation.
- Applied lifecycle and **obsolescence** practices during routine **warehouse** material movement.

Warehouse and Logistics Associate October 2019 - September 2020
Prairie Systems Support *Edmond, OK*

Received and staged computing peripherals, replacement components, and consumables for controlled issue. Built foundational federal program logistics experience through stock verification, shipment preparation, record updates, storage organization, and safe material handling.

- Received and staged computing peripherals, replacement components, and **consumables** for controlled issue.
- Verified packing lists, quantities, asset identifiers, and condition before stock placement.
- Prepared shipment documentation and protective **packaging** for hardware sent to field locations.
- Updated stock records after receipts and issues to maintain **deployment** material visibility.
- Organized storage locations and cycle count documentation for **spare parts** traceability.
- Followed **warehouse** safety and material handling practices during daily depot operations.

PROJECTS

Nationwide Hardware Sustainment 📅 2026

Supported a nationwide sustainment effort by aligning depot inventory, replacement kits, imaging steps, and field coordination. Reliable logistics matter because every correctly prepared component keeps a distributed operational system moving.

Component Lifecycle Review 📅 2025

Tracked aging components, supplier constraints, and replacement options for program review inputs. Early visibility gave stakeholders time to choose practical sustainment paths before shortages affected deployment schedules.

LEADERSHIP & AWARDS

- Recognized by program leadership for dependable depot support across more than 30 operating sites.
- Selected for consistent inventory traceability and accurate RMA documentation during federal sustainment work.
- Trusted by field service teams for complete replacement kits and clear shipment coordination.

EDUCATION

High School Diploma

Union High School GPA: 4.0

2019

Tulsa, OK

Coursework: Computer fundamentals, warehouse operations, technical documentation, workplace safety

CERTIFICATIONS

- CompTIA IT Fundamentals, ITF+ 📅 2021
- Public Trust Eligibility 📅 2026

TECHNICAL SKILLS

- **Depot Operations:** Receiving, inspection, repair coordination
- **Inventory Systems:** Spare parts, stock records, cycle counts
- **Hardware Services:** Refurbishment, functional testing, component replacement
- **Operating Systems:** Windows imaging, re imaging, configuration loading
- **RMA Management:** RMA records, supplier returns, disposition tracking
- **Warranty Support:** Warranty exchanges, claims, replacement processing
- **Shipping Operations:** Packaging, shipment documentation, field delivery
- **Federal Logistics:** Federal IT programs, systems integration, depot sustainment
- **Lifecycle Planning:** Obsolescence monitoring, component lifecycle, mitigation options
- **Deployment Support:** Multi site deployments, replacement kits, field coordination

SKILLS

- | | | | |
|-------------------------|----------------------------|-------------------------|---------------------------|
| • Depot Operations | • Shipping and Receiving | • OS Imaging | • Warranty Support |
| • Federal IT Logistics | • Hardware Inspection | • Re imaging | • Supplier Coordination |
| • Systems Integration | • Repair and Refurbishment | • Configuration Loading | • Obsolescence Management |
| • Spare Parts Inventory | • Functional Testing | • RMA Processing | |

PROFESSIONAL AFFILIATIONS

- Federal logistics operations teams, collaborating on inventory accuracy, shipment readiness, and sustainment needs.
- Field service representative teams, coordinating replacement components for distributed deployment sites.

LANGUAGES

- English (Native)
- Spanish (Intermediate)

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST