



Eric Harris
Marine Operations Specialist
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TDI-Brooks International, Inc.
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PROFESSIONAL EXPERIENCE

- Marine Operations Specialist, TDI-Brooks International, Inc., 2023-Present
- Business Operations Specialist, TDI-Brooks International, Inc., 2021 - 2022
- Receptionist, Law Office of Lindsey J Harris, June 2020 – August 2020
- Private Instructor, Brazos Arts Music School, 2019 – 2020
- IT Tech, TDI-Brooks International, Inc., 2018-2019

KEY ACHIEVEMENTS - TDI BROOKS INTERNATIONAL, INC.

Marine Operations Manager

- Supporting the Director of Marine Operations by completing field and operations reports
- Supporting the Marine Crewing manager with CM crewing system
- Supporting Logistics Manager by delivering Mariner forms such as SEA and sea time letters when requested

Business Operations Specialist

- Supported the Chief of Staff by developing documentation regarding the organization SMM
- Studied and Reviewed ISO documents about laboratory and marine services.
- Supported the IT department with analyses of in-house systems to drive decision-making.
- Represented HSE through leading safety walkthroughs and semi-weekly portions of lab meetings.

IT Specialist

- I have built computers for use onshore and offshore.
- I spent time adjusting the software to achieve the goals of the organization.

KEY ACHIEVEMENTS – LAW OFFICE OF LINDSEY J HARRIS

Receptionist

- Managed schedules of Paralegals and Lawyers
- Displayed high levels of customer service dealing with and retaining high levels of customers
- Managed documentation, converted files, and typed reports.

KEY ACHIEVEMENTS – BRAZOS ARTS MUSIC SCHOOL

- Taught Suzuki method Violin to students ranging from 4-60+ years old
- Raised demand for Violin students through word of mouth and teaching well
- Led workshops for other teachers on the Violin

FORMAL EDUCATION

- Texas A&M University, Bachelor's Degree in Philosophy

FIELD EXPERIENCE

- Deckman, January 21, 2023 – February 2, 2023 -J22580 – Vineyard Northeast Geotech BMCC