

# Resume 682

## OBJECTIVE

Highly motivated, knowledgeable, and results-driven professional to secure a position with your company utilizing my skills, formal training, expertise, certification, education, and experience

## SUMMARY OF QUALIFICATIONS

- Over 5 years' experience in sales and providing uncompromising highest standards of customer service in the warehouse industry, assisting both internal and external customers with their product/service requests, requirements, and selections, developing effective solutions customized to individual needs, and resolving issues to their complete satisfaction
- Prepares/packages products for shipping including applying shrink-wrap and affixing address labels, moving palletized products to staging areas for shipping, and more
- Consistently meets and/or exceeds all daily quotas and objectives with an overriding focus on safety
- Trains new personnel upon supervisor requests, delegating work orders to ascertain comprehension of job duties and responsibilities, monitoring all work activities for quality, expediency, and safety, conducting performance evaluations, and consulting with upper management for employee status/progress reports
- Operates forklifts, pallet jacks, hand trucks, dollies and most hand, air, and power tools
- Performs inventory management utilizing handheld barcode scanners, uploading data to computer systems, and reporting surpluses and deficiencies to upper management
- Excellent communications, math, analytical, detail-oriented and problem-solving skills
- Multi-tasks efficiently, learns new systems quickly, and completes projects on time or ahead of critical deadlines
- Dependable, highly organized, follows directions precisely, and adapts to nearly any work setting
- Experienced using computers, Windows, MS Office, Internet research, and email
- Works well with little to no supervision and/or collaboratively in a team environment

## PROFESSIONAL EXPERIENCE

06/22 – Pres. **Mover / Driver**

The Moving Man, Niagara Falls, NY

- Loaded and unloaded trucks, vans, or automobiles with residential furnishings.
- Verified the contents of inventory loads against shipping papers.
- Delivered items to new location and moved into proper locations.
- Secured cargo for transport, using ropes, blocks, chain, binders, or covers.

04/19 – 06/19 **Manager in Training**

84 Lumber, Chaffee, NY

- Directed and supervised employees engaged in sales, inventory taking, or in performing services for customers.
- Examined merchandise to ensure that it is correctly priced and displayed and in the correct locations.
- Monitored sales activities to ensure that customers receive satisfactory service and quality goods.
- Provided customer service by greeting and assisting customers and responding to customer inquiries.

02/17 – 12/18 **Warehouse Associate / Driver**

Macy's Warehouse, Martinsburg, WV

- Marked stock items, using identification tags, stamps, electric marking tools, or other labeling equipment.
- Compared merchandise invoices to items actually received to ensure that shipments are correct.
- Received and counted stock items, and recorded data manually or on computer.
- Manually or mechanically loaded or unloaded materials from pallets, skids, platforms, cars, lifting devices, or other transport vehicles.

04/14 – 12/14 **Maintenance**

McDonalds, Gooding, ID

- Examined and inspected containers and products to ensure that quality and packing specifications are met.
- Received, unloaded, opened, unpacked boxes and stored products in proper locations.
- Scrubbed and polished counters and tables, cleaned grills and fountain equipment.
- Performed cleaning duties such as sweeping and mopping to keep equipment and facilities sanitary.

## EDUCATION, TRAINING & ACHIEVEMENTS

**High School Equivalent – In Process**

O/N BOCES, Niagara Falls, NY