

Resume 941

OBJECTIVE:

Experienced warehouse worker with a strong background in multiple warehouse operations, including shipping, receiving, inventory management, and forklift operation. Proven ability to meet productivity goals, maintain safety standards, and work efficiently in fast-paced environments. Seeking to leverage skills in a role with opportunities for growth.

SUMMARY OF QUALIFICATIONS:

- Provides uncompromising highest standards of customer service to both internal and external customers, assisting individuals with their product/service requirements, offering solutions customized to individual needs, and resolving issues to their complete satisfaction
- Over four years' experience in operating various types of forklifts, including sit-down and stand-up models. Skilled in safely maneuvering and handling loads, loading and unloading trucks, and organizing warehouse inventory. Possess eight years of experience operating forklifts in a fast-paced warehouse environment.
- Establishes rapport quickly with a diverse customer population, developing strong, long-lasting business relationships fostering repeat business transactions
- Strong communications, detail-oriented, with analytical and problem-solving skills
- Empathetic, motivated and passionate about helping others, can adapt to meet needs of clients
- Outstanding organizational and multitasking abilities in a fast-paced environment
- Dependable, flexible, detail-oriented, conscientious professional, adapting to any setting
- Empathetic, motivated and passionate about helping others, can adapt to meet needs of clients
- Dedicated employee, detail-oriented, and learns new systems quickly
- Multi-tasks efficiently, learns new systems quickly, and completes all duties on-time or ahead of deadlines

PROFESSIONAL EXPERIENCE:

03/2021 – 06/2024

Night Sanitizer (seasonal contracts)
Pacific Seafood, Warrington, OR

- Sanitized processing equipment, floors, and work areas to ensure compliance with HACCP and FDA regulations in a seafood processing environment.
- Disassembled and cleaned large machinery and tools used during daily production, ensuring all equipment is thoroughly cleaned and sanitized.
- Applied proper cleaning solutions and detergents according to safety guidelines to remove residue, ensuring no contamination in future production.
- Followed detailed sanitation schedules and protocols for specific areas, including conveyor belts, fish-cutting equipment, and storage rooms.
- Performed routine inspections after sanitizing to ensure all areas meet strict hygiene and safety standards.

02/2023 – 07/2023

Warehouse Associate
United Auto Supply, Niagara Falls, NY

- Operated stand-up and sit-down forklifts to move, stack, and organize pallets in the warehouse.
- Loaded and unloaded goods from trailers, ensuring accurate placement and inventory tracking.
- Collaborated with team members to process incoming and outgoing shipments, reducing downtime during peak seasons.
- Conducted pre-shift inspections of forklifts to ensure equipment was functioning safely and efficiently.
- Assisted with packing and staging products for distribution, ensuring all orders were accurate and complete.

08/2021 – 12/2022

Warehouse Associate
SPS, Niagara Falls, NY

- Organized inventory in designated storage areas and maintained accurate records through the warehouse management system (WMS).
- Assembled customer orders according to specific instructions, ensuring correct quantities and product types were selected.
- Communicated with the production team to prioritize high-demand products and ensure timely delivery.
- Assisted with packaging and palletizing products for secure transport to customers.

12/2020 – 08/2021

Parts Associate

Autozone, Niagara Falls, NY

- Greeted customers and provided expert advice on selecting the right parts and accessories for their vehicles.
- Utilized electronic parts catalog to look up and locate vehicle parts based on make, model, and year, ensuring accuracy in part identification.
- Assisted customers with special orders, ensuring prompt and accurate delivery of out-of-stock or hard-to-find parts.
- Performed battery tests, check engine light diagnostics, and provide product installations for wipers, batteries, and bulbs.
- Stocked shelves, organized displays, and ensured that all merchandise is properly labeled and priced.

11/2018 – 12/2020

Warehouse Worker

Flame Control Coatings, Niagara Falls, NY

- Processed incoming shipments by unloading trucks, verifying delivery documents, and inspecting goods for damage or discrepancies.
- Sorted and stored materials in designated warehouse areas, ensuring efficient retrieval for order processing.
- Operated forklifts and pallet jacks to move heavy materials safely within the warehouse.
- Assisted in the preparation of outgoing shipments, including picking, packing, and labeling products according to customer orders.
- Collaborated with inventory control to maintain stock accuracy and resolve any discrepancies in the system.

05/2013 – 11/2018

Warehouse Associate

Remedy Staffing, Tonawanda, NY

- Picked customer orders using RF scanners, ensuring accuracy in product selection and packaging.
- Verified product information, including SKU numbers and quantities, to minimize order errors.
- Assisted with loading and unloading trucks, maintaining an organized staging area for incoming & outgoing shipments.
- Packed orders securely for shipping, following company guidelines to prevent damage during transit.
- Monitored inventory levels and reported discrepancies to the supervisor for immediate resolution.

EDUCATION and TRAINING:

High School Equivalent

Newfane High School, Newfane, NY