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EXPERIENCE

Target warehouse

Company, lacey wa — *warehouse associate*

MONTH 2019 - MONTH 2021

- Wrapped pallets in shrink wrap prior to loading.
- Inspected incoming and outgoing shipments to verify accuracy and prevent errors.
- Inspected work areas for cleanliness and obstacles and removed cartons and boxes to keep work areas organized and hazard-free.
- Moved and lifted heavy loads of merchandise using Forklift/clamp equipment.
- Streamlined material delivery processes which increased efficiency and reduced downtime.
- Handled daily customer service aspects, including maintaining positive and ongoing relationships with external customers and freight partners.
- Transferred inventory to and from target destinations using forklifts and other transportation vehicles.
- Labeled and accurately moved customer orders to meet shipment timetables and minimize errors.
- Readied product pallets for optimal storage and shipment, carefully organizing boxes and balancing weight.
- Moved products of all sizes using overhead cranes, forklifts and other equipment, consistently meeting challenging performance goals.
- Worked safely around moving machinery.

Harmony farms — *warehouse*

MONTH 2017 - MONTH 2018

- Used hand-held devices and computers to record and monitor inventory levels and completed audits to uncover and address inaccuracies.
- Maintained accurate inventory records to provide data for use in audits and completion of order requests
- Used forklifts and pallet jacks to relocate products.
- Managed product staging to efficiently transfer items between receiving, storage and shipping locations.
- Prepared orders for shipment by systematically picking, packing

SKILLS

Assembly and production
Labeling and boxing
Route deliveries
Environmentally Controlled Storage
Lifting and Sorting
Quantity Calculations
Materials Handling and Transport
Shipping and Receiving
Forklift Operation
Unloading Cargo
Cleaning
Warehouse
Environment Safety
Box Lifting
Sorting
Excellent driving record
Pallet Jack Operations
Loading and unloading
Forklift Operations
Safety and compliance

and labeling merchandise.

- Transferred inventory to and from target destinations using forklifts and other transportation vehicles.
- Checked packages and merchandise for damage and notified vendors.
- Wrapped pallets in shrink wrap prior to loading.
- Performed general housekeeping and cleaning tasks, including, sweeping, pulling weeds, painting and power washing.
- Inspected work areas for cleanliness and obstacles and removed cartons and boxes to keep work areas organized and hazard-free.
- Moved products of all sizes using overhead cranes, forklifts and other equipment, consistently meeting challenging performance goals.
- Updated daily logs with regular shift activities and incident details.
- Identified inadequate materials and faulty equipment and brought to supervisors' attention.
- Loaded, unloaded and moved material to and from storage and production areas.
- Consistently lifted materials weighing as much as 50 pounds.
- Effectively operated pallet jacks and material moving equipment to receive and transport items from various warehouse locations.
- Kept all documentation and records accurate and up-to-date with the latest data to prevent errors in processing or delivery.

EDUCATION

Spscc, olympia wa — *ged*