



MASON WILSON

Mail Carrier

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PROFESSIONAL SUMMARY

Dedicated Mail Carrier with over 5 years of experience ensuring timely and accurate delivery of mail. Proven track record of maintaining high customer satisfaction and managing routes efficiently to optimize delivery times.

WORK EXPERIENCE

Rural Mail Carrier

Quantum Solutions LLC

📅 Dec / 2021-Ongoing

📍 Phoenix, AZ

1. Collected outgoing mail from street boxes and customer locations, maintaining accurate records.
2. Handled parcel deliveries, ensuring secure and prompt delivery of packages.
3. Maintained accurate logs of mail collected and delivered, ensuring accountability.
4. Reviewed and corrected mailing information to ensure accurate delivery.
5. Adhered to safety protocols while navigating routes, ensuring personal and public safety.
6. Delivered an average of 500+ mail items daily, ensuring timely and accurate service to over 200 households.
7. Maintained a 98% on-time delivery rate, contributing to high customer satisfaction and retention.

Mail Carrier

Crescent Moon Design

📅 Dec / 2019-Dec / 2021

📍 Portland, OR

1. Educated customers on postal services and provided necessary forms for address changes.
2. Reported any delivery issues or equipment malfunctions to supervisors promptly.
3. Gained proficiency in sorting and casing mail for various routes as needed.
4. Processed change of address requests efficiently using computerized systems.
5. Prepared mail for delivery, ensuring proper bundling and organization.

EDUCATION

Associate of Arts in Business

Springfield Community College

📅 Dec / 2017-Dec / 2019

📍 Portland, OR

Studied business principles, customer service, and logistics management.

SKILLS

Exceptional Customer Service



Attention to Detail



Route Management



Time Management



Parcel Handling



INTERESTS

📖 Art

📖 Volunteering

📖 Hiking

📖 Yoga

STRENGTHS

⚙ Criticality

⚙ Curiosity

⚙ Detail-oriented

⚙ Diplomacy

LANGUAGES



English
80%



Hindi
80%



French
80%

ACHIEVEMENTS

★ Achieved a 98% on-time delivery rate over 5 years.

★ Recognized for outstanding customer service by receiving multiple commendations.