PERSONAL STATEMENT

3+ years of experience as an Order Picker. Looking to obtain employment in a position that will facilitate my growth as a professional.

WORK EXPERIENCE

Order Picker
ABC Corporation - November 2016 – Present
Responsibilities:
- Responsible for gathering customer orders and routing them to the packing center.
- Order pickers are given a batch of orders via a scan gun, which tells the picker what the product is and where in the warehouse the item is located.
- Restocking returns and Mis-picked products on a daily basis.
- Counting inventory and organized product on shelves.
- Picking individual orders effectively and quickly with limited mistakes.
- Filling and completing order receipts from bins and shelves and assembled orders in shipping containers.
- Performing picking duties in an efficient manner that meets both company and customer standards.

Freight Team Associate
ABC Corporation - February 2016 – November 2016
Responsibilities:
- Responsible for handling incoming merchandise, sorting it, and taking it to its location on the store shelves to be packed out.
- Job duties also include organizing the sales floor to create a pleasant and safe shopping environment, and providing customer service as required by customer demand.
- Responsible for helping customers find the correct products to complete the project they are working on.
- Inform customers of products the home depot sells that may help make their project look or work better, and to help them complete the project more effectively and efficiently.
- This position is responsible for restocking the lawn and garden department with supplies as needed.
- This consists of using a sit-down forklift and a reach truck to restock pallets of mulch, soil, fertilizer, seed, and other merchandise.
- Earned product knowledge certification for the lawn and garden department.

Education
Masters Of Urban in Physical Land Use Planning - 2003(Virginia Polytechnic Institute & State University - Blacksburg, VA)