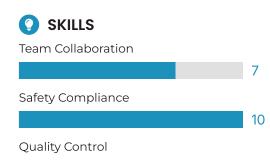


ALEXANDER SCOTT Order Puller/Forklift Operator

- (123) 456 7899
- Los Angeles
- www.qwikresume.com



Pallet Jack Use Attention To Detail

Packaging Skills



DIY Projects

% Crafting

O Meditation

iii History

STRENGTHS









LANGUAGES







English

Mandarin

Arabic

🔼 PROFESSIONAL SUMMARY

With 7 years of comprehensive experience as an Order Puller and Forklift Operator, I excel in efficient inventory management and precise order fulfillment. My expertise in operating various forklifts, coupled with a strong commitment to safety and organization, ensures streamlined warehouse operations. I am dedicated to enhancing team performance and operational efficiency through effective collaboration and attention to detail.

WORK EXPERIENCE

Order Puller/Forklift Operator

Mar/2021-Ongoing

Toronto, ON

Maple Leaf Consulting

- 1. Verified inventory accuracy by reconciling physical counts with system records, resolving discrepancies efficiently.
- 2. Organized stock in a systematic manner to enhance accessibility and retrieval speed in the warehouse.
- 3. Utilized labeling equipment to mark stock items, ensuring clear identification and compliance with safety standards.
- 4. Maintained cleanliness and functionality of tools and equipment, adhering to strict safety protocols.
- 5. Assessed storage methods based on inventory turnover and environmental factors, optimizing storage efficiency.
- 6. Documented stock usage and damages, reporting findings to supervisors for prompt action.
- 7. Conducted thorough inspections of stock items for quality assurance and reported defects as necessary.

Order Puller

Mar / 2018-Mar / 2021

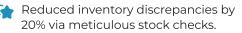
Lakeside Apparel Co

T Chicago, IL

- 1. Executed daily safety inspections on warehouse equipment to ensure operational readiness and compliance.
- 2. Performed routine maintenance on forklifts and pallet jacks, enhancing equipment longevity and reliability.
- 3. Accurately pulled and staged orders, ensuring all barcodes were properly oriented for scanning efficiency.
- 4. Constructed stable pallets, prioritizing product safety during transportation and storage.
- 5. Selected products based on date codes, ensuring adherence to FIFO (First In, First Out) inventory practices.
- 6. Identified and retrieved missing items for store orders, improving overall order fulfillment rates.

ACHIEVEMENTS

Increased order accuracy by 15% through improved picking methods.





EDUCATION

Associate of Applied Science in Logistics

Mar / 2015-Mar / 2018

Metro Community College

耳 Seattle, WA

Focused on supply chain management and warehouse operations.



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