



JAMES CLARK

Overnight Grocery Clerk

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PROFESSIONAL SUMMARY

Highly skilled Overnight Grocery Clerk with 7 years of experience in inventory control and store operations. Expertise in efficient stock management, ensuring product availability, and maintaining a clean, organized environment. Proven ability to enhance customer satisfaction through attentive service and adherence to safety protocols. Committed to contributing to team success and optimizing operational workflows.

WORK EXPERIENCE

Overnight Grocery Clerk

Blue Sky Innovations

📅 Jun / 2021-Ongoing

📍 Chicago, IL

1. Operated forklifts and heavy machinery, ensuring safety and efficiency.
2. Received and verified merchandise shipments, maintaining accurate inventory records.
3. Organized stock by aisle, optimizing product accessibility for customers.
4. Managed back stock and replenished shelves to ensure product availability.
5. Monitored expiration dates and took appropriate action on perishable items.
6. Applied price labels and ensured compliance with pricing accuracy.
7. Delivered exceptional customer service, addressing inquiries and enhancing shopping experience.

Overnight Grocery Clerk

Lakeside Apparel Co

📅 Jun / 2018-Jun / 2021

📍 Chicago, IL

1. Unloaded freight and ensured timely replenishment of stock on sales floor.
2. Maintained cleanliness and organization of storerooms and sales areas.
3. Collaborated with team members to complete special projects efficiently.
4. Stocked shelves and freezer items promptly, ensuring product rotation.
5. Utilized pallet jacks for efficient product handling and stocking.

EDUCATION

Associate of Applied Science in Business

West Valley College

📅 Jun / 2015-Jun / 2018

📍 Santa Monica, CA

Focused on business management and customer service strategies.

SKILLS

Inventory Management



Stock Replenishment



Product Organization



Shelf Maintenance



Customer Service



INTERESTS

🔧 Woodworking

🔭 Star Gazing

★ Theatre

🏗 Architecture

STRENGTHS

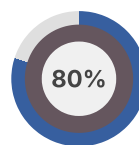
😊 Politeness

🚩 Determination

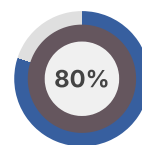
🚀 Ambition

✅ Dedication

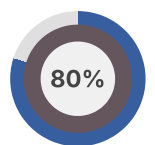
LANGUAGES



English



Russian



French

ACHIEVEMENTS

- ★ Increased inventory accuracy by 15% through meticulous stock management.
- ★ Reduced product replenishment time by 20% by streamlining processes.
- ★ Trained new staff on safety protocols, enhancing workplace safety.