PERSONAL STATEMENT

5+ years of experience as a Packer. A hard-working individual that is quick to learn and excels at math. I would like to Leggette find a job that will teach me skills on tools and work that I will remember for the rest of my life.

WORK EXPERIENCE

Production Packer
ABC Corporation - November 2015 - Present

Responsibilities:
- Assisting other workers in assembling metal and packing them into boxes that would then be shipped out to clients.
- Excellent knowledge of general warehouse arrangement, item recognition codes
- Ability to read and understand documents for instance job orders, operating instructions and events manuals, time sheets, waste worksheets, everyday production reports and the like.
- Proven record of performing a variety of assembly operations.
- Setting pieces of machinery in accordance with specifications.
- Inspecting parts to ensure that they meet specific engineering instructions.
- Producing and assembling parts for the assembly line.

Cashier
ABC Corporation - July 2014 – October 2015

Responsibilities:
- Main responsibilities were to service customers and help them in any way I can.
- Two months in, I switched from the day shift to the night shift where I was given a few more responsibilities.
- Responsibilities operate cash register in the checkout, handle customers payments, and issue receipts.
- Night shift responsibilities including all of day shift responsibilities.
- Wrote daily unbiased reports reflecting financial discrepancies, refunds, account deferrals and all.
- Supervised and scheduled employees when in a supervisory role.
- Maintained high standards for customer service and quality assurance including approaching.

Education

High School Diploma - 2012(Choffin Career & Tech - Youngstown, OH)Associate- (Usually, Calm And Collected In School And Excelled At Mathematics)Diploma- (Georgia Career Institute - Conyers, GA)