

Robert Smith

Pick Packer II

PERSONAL STATEMENT

To secure a challenging position that will utilize knowledge and experience to successfully assist clients and consistently contribute to the company with excellence, accuracy and professionalism.

WORK EXPERIENCE

Pick Packer II

ABC Corporation - October 2006 - October 2010

Responsibilities:

- Picks and packs customer book orders using a variety of methods including voice automation
- Processes customer book returns in a variety of ways
- Uses a computer and/or hand-held radio frequency (RF) equipment
- Requires basic reading and math skills
- Able to push, pull, bend, stoop, reach and lift up to 25 lbs. on a regular basis and occasionally up to 35 lbs.
- Able to stand for an entire shift (minimal breaks provided)
- Able to climb stairs and be comfortable working on an upper mezzanine level

Pick Packer

Delta Corporation - 2004 - 2006

Responsibilities:

- Filling bills of lading in equipment warehouse Used a FedEx machine to make shipping labels Used RedBeam Inventory Tracking Basic maintenance in .
- Pick and Packer.
- Pick cds to be packed and shipped out.
- Tape several sizes of boxes for shipment, on an as needed bases, pack cds in envelopes for shipment.
- Picking and packing.
- Packing fragile and decile item to be ship to high in clients.
- Loading and unloading trucks.

Education

H.S. in General Education - (Ossining, H.S. - Ossining, NY)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
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www.qwikresume.com

SKILLS

Management,
Organizing.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)