

ROBERT SMITH

Sr. Zone Leader

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

To obtain a full time Zone Leader position and utilize experience, knowledge, skills and abilities for the successful completion of each duty.

CORE COMPETENCIES

Communication, Management.

PROFESSIONAL EXPERIENCE

Sr. Zone Leader

ABC Corporation - September 2001 – March 2014

Key Deliverables:

- Assisted in the operations and basic function of the department under the guidance of the production supervisor.
- Utilized general assembly skills in the department as required to prepare products for other departments stock replenishment and customer specific shipment per daily stock lists and customer sale orders.
- Directed departments team members as required in stock replenishment of components products stored in other departments and notify supervisor of any product deficiencies.
- Maintained workflow in the department as well as notifying the production supervisor of any product flow issues in other areas within the department.
- Met all stated quality levels on product fabricated or prepared.
- Assisted in the training of new employees as required by the supervisor within the employees areas of expertise or qualified skill level.
- Maintained acceptable attendance performance in accordance with the company attendance policy.

Zone Leader

Delta Corporation - 1996 – 2001

Key Deliverables:

- Supervise the work of 12-16 missionaries within a geographical region handle questions and concerns, plan zone conferences, track results (Sept 2013 .
- Awarded 3 times for excellence Promoted to leader after one year employed Managed around 10 employees.
- Supervisor Wendy Williams (318) 797-3644 Responsibilities Drive Thru Headset, food consolidation, portioning/re-stocking/packaging for pickup.
- Work station opening, closing, cleaning in between.
- Working closely with other employees to ensure quality control and Customer Service excellence.
- care of children and taught the zone curriculum Planning- Planned all of the Fun Fridays for all of the Elementary school year Customer service- .

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- Engaged in leadership, training, reporting and oversight of 14 volunteers for a period of 13 months PERSONAL Eagle Scout o Cleaned up an elementary .

EDUCATION

- Bachelor's - 1972(west oso high - Corpus Christi, TX)