**Marc D. Hawkins**

*Warehouse Laborer*

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Wichita, KS 67202 *Mobile*: 316-978-0029

**Summary of Qualifications**

* Able to read and interpret instructions on pick lists to pull and ship orders accurately.
* Functional knowledge of pallet jacks and forklifts to assist in moving goods from storage areas to shipment pallets.
* Good attention to detail targeted at handling labeling and packing duties effectively.
* Exceptional planning and time management skills aimed at ensuring proper storage of received shipments so that they can be pulled in a time efficient manner.
* Demonstrated ability to maintain electronic records and create numeric reports pertaining to incoming and outgoing shipments.

**Summary of Skills**

* Able to lift over 50lbs.
* Outstanding physical dexterity.
* Shipping/Receiving
* Loading/unloading
* Palletizing
* Wrapping
* Labeling

**Professional Experience**

* ***Production Worker*** | 2017

Martin Interconnect| Wichita, KS

* + Lead assembler that supervised and delegated tasks as needed.
  + Stacked the products in the proper area according to established sequences
  + Sorted product with accuracy.
* ***Warehouse Laborer* |** 2016-2017

Heatron | Leavenworth, KS

* + Moved merchandise to storage areas by means of fork lift.
  + Stacked the products in the proper area according to established sequences.
  + Ensured inbound and outbound shipments are perfect and free of scratch.
* ***Warehouse Laborer* |** 2008-2015

Smithfield Farmland, Inc. | Martin City, MO

* + Loaded and unloaded freight in an efficient and safe manner utilizing the proper tools and equipment.
  + Reviewed and prepared orders for shipment.
  + Verified and kept records on incoming and outgoing shipments.