**Adrian D. Williams**  
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**Profile Summary**

* 6+ years experience in warehousing, shipping and receiving, and automotive, and manufacturing work.
* Hard worker, self-starter, capable of managing multiple projects and deadlines.
* Able to work independently with minimal supervision in fast-paced and rapidly changing environments.
* Comfortable using computers and working with Microsoft Office.

**Skill Summary**

*Warehousing*

* Pallet jacks
* Record keeping
* Inventorying
* Loading/unloading
* Communication
* Shipping/receiving
* Labeling/packaging

*Automotive*

* Suspensions and drivelines
* Oil changes
* Transmissions
* Fluid changes
* Battery, wiper, and filters
* Tire service

*Manufacturing*

* Hand tools
* Quality Control
* Attention to detail
* Manufacturing & maintenance equipment
* Logistics

**Professional Experience***Laundry Room Attendant* 1/2017 to 6/2017

State of Kansas Winfield, Kansas

* Sorted, counted, and recorded numbers of soiled items.
* Examined laundered items to ensure cleanliness and serviceability.
* Sent torn articles to seamstress for repair.

*Utility Worker/Shipper* 3/2013 to 2/2016  
Zumiez Edwardsville, Kansas

* Received and unloaded daily shipments and managed all products.
* Determined and prepared shipments for all chargeback items for entire division.
* Completed daily tasks within stringent deadlines and quotas for warehouse.

*Focus Workforce* 4/2012 to 3/2013  
Manufacturing Lenexa, Kansas

* Test products or subassemblies for functionality or quality
* Troubleshoot problems with equipment, devices, or products
* Monitor and adjust production processes or equipment for quality and productivity

*Shipper/Packer/Cashier* 5/2008 to 4/2012  
Rods Hallmark Topeka, Kansas

* Loaded and unloaded goods and supplies while ensuring proper handling.
* Ensured quality standards throughout warehouse and tracked all damaged inventory to be reported to supervisors.
* Services warehouse equipment such as forklifts, trucks, and railcars.

*Technician* 7/2006 to 5/2008  
Valvoline Olathe, Kansas

* Delivered excellent customer service in a timely and professional manner.
* Communicated verbally and visually with other technicians to ensure all services were completed.
* Performed multiple automotive services including, but not limited to: suspensions, oil changes, fluids, and filters.