

Trey Lamanna

WEBSITE DEVELOPER

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Memphis, TN 38117

Highly motivated professional with experience in efficient order picking, packing and inventory management. Skilled in utilizing barcoding technology to track and trace products from dock to destination. Possesses a keen eye for detail and accuracy, with a commitment to exceeding customer expectations. Proven record of success in minimizing product damage and improving inventory accuracy.

EXPERIENCE

WAREHOUSE CLERK

Midsouth HomeBuyers

Memphis, TN

May 2023 - August 2023

- Examined and inspected stock items for wear or defects, reporting damage to supervisors.
- Ensured accurate record keeping of all items received and shipped out.
- Determined proper storage methods and stock locations based on turnover, environmental factors and physical capabilities of facilities.
- Processed orders accurately using computer-based systems for tracking inventory levels, pricing and order status.
- Managed all incoming and outgoing shipments, ensuring accuracy of order information.
- Inspected inventory items for defects and damage, ensuring quality control standards were met.
- Performed daily safety checks on all equipment used in the warehouse.

RESTAURANT WAITRESS

Swanky's

Memphis, TN

May 2021 - August 2022

- Removed dishes and glasses from tables or counters to take to kitchen for cleaning.
- Displayed enthusiasm and knowledge about restaurant's menu and products.
- Installed, configured, and maintained Windows Server 2003, 2008, 2012 operating systems.
- Encouraged guests to buy additional items such as appetizers, drinks, and desserts.
- Managed multiple tasks simultaneously while maintaining high levels of accuracy.
- Optimized front-of-house operations by managing capacity, avoiding long wait times for guests.
- Maintained a positive attitude even during stressful situations or peak hours of operation.
- Memorized menu to help diners make informed meal choices.
- Monitored food and beverage levels to satisfy customer needs.
- Provided excellent customer service by anticipating needs and responding promptly to requests.
- Utilized teamwork skills to collaborate effectively with kitchen staff during busy periods.
- Checked on guests to verify satisfaction with each course.
- Responded promptly to guest complaints or concerns to maintain positive relationships between restaurant management and patrons.
- Greeted and accommodated guests, building positive experience from first interaction.

EDUCATION

University of Missouri, **Columbia, MO, US**

SKILLS

- Time Management
- Team Collaboration
- Office Supplies and Inventory
- Paperwork Processing
- Order Logging
- Barcode Labeling
- Shipment Verification
- Team Meetings
- Shipment Coding
- Receiving Orders
- Inventory Locations