

JESSICA CLAIRE

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Professional Summary

Hardworking and enthusiastic Job Title trained in every facet of successful work. Stays on top of current and expected demands, quickly realigning tasks to handle needs. Dedicated to first-rate communication and team success.

Team-oriented Warehouse professional accustomed to streamlining shipping and receiving processes to increase overall efficiency. Industrious and dedicated with talents in team leadership and motivation. Energetic individual equipped to work hard in fast-paced, constantly changing environments.

Determined professional with dedication to hard work and team player attitude. Offers strong inventory management and product packaging abilities. Punctual and focused with physical strength to accommodate lifts up to Number pounds.

Motivated Warehouse Worker skilled at providing efficiency in shipping and receiving, inspection and storage operations. Handles diverse materials to achieve high-quality packaging standards and reduce risk. Brings related experience and dedication to meet production and quality goals.

Dedicated Warehouse team member skilled in operating equipment, prioritizing tasks and carrying out fast-paced work to meet team goals. Strong understanding of OSHA standards and optimal safety guidelines. Hard worker consistently arrives early and stays late to get deadline-oriented jobs complete.

Skilled in unloading trucks, moving merchandise and stocking shelves. Enthusiastic, positive and dedicated professional proficient in correct procedures for stocking and rotating grocery merchandise. Physically fit and active.

Talented and focused individual with over Number years of expertise loading and unloading merchandise and operating warehouse equipment. Looking for Order Filler position with top-notch organization.

Effective at working in fast-paced grocery environments to restock and arrange merchandise in an appealing way. Upbeat and friendly team player with a good attitude and willingness to take on any task.

Hardworking Job Title skilled in order fulfillment, warehouse processes and inventory management. Reliable and dependable with Number years of industry experience. Demonstrated success in contributing to team objectives.

Diligent Job Title organized in handling materials, counting stock and distributing items. Flexes smoothly between different back-end and customer-facing requirements. Learns quickly, manages time well and stays calm under pressure.

Skills

- Punctual and Dependable
- Verbal Communication
- Project Management
- Superior Work Ethic
- Heavy Lifting
- Equipment Maintenance and Repair
- Worksite Safety and Maintenance
- Hand and Power Tools
- Demolition and Destruction
- Material Loading and Unloading
- Physical Agility and Coordination
- Situational Awareness
- Loading and Unloading Systems
- Heavy Machinery Operation
- Large-Scale Measurement
- Safety-First Mentality
- Problem Solving
- Physical Strength and Stamina
- Code Compliance
- Team Player
- Attention to Detail
- Blueprints and Specifications
- Team Coordination and Oversight
- Hand-Eye Coordination
- Incident Reporting
- Installation and Finishing
- Conflict Resolution
- Quality Control
- Equipment Inspection
- Materials Salvage
- Mechanical Troubleshooting

Work History

Python Corporation, 12/2019 to 09/2021

Lamont Robinson – City, STATE

- Operated power equipment to move materials and promote job efficiency.
- Helped successfully complete large project ahead of schedule.
- Collected measurements and marked locations as part of project preparations.
- Communicated with equipment operators to effectively assign equipment and manage smooth materials movements.
- Operated equipment such as fork trucks and skidders.
- Demonstrated safe and proper operation of equipment and tools to prevent harm to team members.
- Worked with more knowledgeable professionals to grow understanding of principles and construction standards.
- Observed safety regulations on job sites to minimize accidents.
- Utilized hammers, saws, squares, levels and fastening devices to complete projects.
- Brought materials and tools from trucks and storage facilities to work site locations and organized for expected needs.
- Prepared job sites for work plans by measuring and marking different distances.
- Attended safety trainings and workshops offered by employer, bolstering overall knowledge of appropriate measures and determining areas requiring improvement.
- Erected and removed temporary structures such as trench liners and scaffolding to meet team needs.
- Recognized and reported potential project challenges and assisted with solutions.
- Determined materials needed for daily shift and loaded vehicles with equipment and supplies.
- Resolved problems, improved operations and provided exceptional service.
- Identified issues, analyzed information and provided solutions to problems.
- Created plans and communicated deadlines to complete projects on time.
- Offered friendly and efficient service to customers, handled challenging situations with ease.
- Created specific finishes on poured concrete.
- Engaged with customers and subcontractors and provided timelines for project completion.
- Adhered to safety and reporting procedures.
- Routinely lifted and moved items weighing up to Number pounds.
- Demolished and repaired old concrete surfaces.
- Installed rebar and molded expansion joints and edges for concrete projects.
- Monitored inventory of key tools and materials used at each project site to provide consistent availability.
- Applied concrete fabrication techniques to achieve desired project specifications, quality and code standards.
- Wore correct clothing and protective equipment for jobs.
- Measured precise amounts of concrete and verified levelness to improve quality of finished product.
- Completed physically demanding tasks such as lifting up to Number pounds to move job materials.
- Assisted crew members with positioning trucks and moved discharge chute to guide concrete into forms.
- Mixed, spread and patched concrete to specifications.
- Operated equipment such as forklifts safely to efficiently complete site work.
- Observed manufacturer's safety procedures and corporate standards for pouring and finishing.
- Reviewed all project documentation and blueprints to prioritize and schedule job tasks.
- Set wood and other forming materials to prepare for concrete pours.
- Shoveled materials such as dirt, gravel and asphalt.
- Repaired damaged Type of Item using different chemicals and tools.
- Maintained clean, safe worksite for team safety and to help keep projects on-track.

South Side Cafe, 02/2019 to 12/2019

Almanzo Martin – City, STATE

- Efficiently loaded and unloaded dishwashers, cleaning by hand large pots or Type items used often by kitchen staff.
- Helped team meet expected demands by restocking work areas throughout restaurant such as server stations, salad bars and supply cupboards.
- Stepped into additional roles during busy times to boost coverage of important stations.
- Effectively scrubbed and scoured pots and pans using Type and Type products to remove burnt-on food.
- Loaded more than Number glasses, silverware and dishes into dishwasher each shift, running average of Number loads per day.
- Efficiently and quickly cleaned various dishes, silverware and Type to provide smooth service and reduce wait times.
- Kept kitchen areas neat and clean by removing trash and organizing supplies.
- Disinfected counters and wiped down food prep surfaces to prevent illness and cross-contamination from raw meats.
- Paid close attention to instructions from supervisor to complete tasks on time.
- Boosted team efficiency by keeping kitchen areas organized, clean and properly sanitized.
- Washed equipment, surfaces, refrigerators and other areas and applied sanitizing chemicals.
- Worked with chemicals such as detergent, rinse agents and sanitizers to protect customer health.
- Assisted with kitchen prep work to help operations run smoothly and meet customer needs.
- Used Type sprayer to loosen food residue and enhance cleaning.
- Moved items from main storage areas to easily accessible small fridge, freezers and containers to support kitchen staff efficiency.
- Maintained proper temperatures, behaviors and controls to meet or exceed health department standards.
- Performed routine maintenance on Type and Type equipment by request of managers.
- Scraped, washed and efficiently restacked dishware, utensils and glassware to keep kitchen ready for customer demands.
- Kept dishes, utensils and glassware clean and rotated following safety standards set by restaurant.
- Increased machine efficiency by scraping and pre-washing dishes.
- Kept work area clean, dry and free of debris to prevent incidents and accidents.
- Gently moved glassware, crystal and other delicate items to prevent breakage.
- Completed extra cleaning work on garbage cans, racks, dry storage areas and other fixtures to keep kitchen spotless.
- Cleared, washed and stacked all plates, dining utensils and trays quickly and without breaking.

Capstone Logistics, 12/2016 to 02/2019

Lee Thompson – City, STATE

- Unloaded pallets and deliveries and organized products in warehouse.
- Double-checked cargo inventories and documentation for accuracy.
- Conducted counts and audits of inventories to identify and resolve discrepancies in records.
- Trained new staff on job duties, company policies and safety procedures for rapid onboarding.
- Divided and categorized cargo received and redirected shipments in response to customer requests.
- Regularly reviewed invoices and double-checked orders.
- Recorded regular progress and issues with products.

Education

High School Diploma : 05/2009
Salmen High School - Slidell, La