Trish Kirkland

123 Willow Street, Fort Worth, TX 76109 youremail@example.com (123)456-7890

Experienced warehouse manager and Oracle warehouse management cloud certified implementation specialist with 5+ years of experience and a history of improving both warehouse productivity and safety rates. Also adept at record-keeping and industry-related software.

Education

Associate of Applied Science in Logistics Supply Chain and Manufacturing Technology

Dallas County Community College
Dallas,TX, September 2013 - May 2015

Key Skills

- Physically Fit
- Excalibur Warehouse Management System
- Total Quality Management
- Warehouse Safety Management
- Data Entry
- Heavy Machinery Operation
- Leadership

Certifications

- Certified Professional in Distribution and Warehousing, American Purchasing Society, 2016
- Warehouse Management Cloud Certified Implementation Specialist, Oracle, 2017

Professional Experience

Warehouse Manager

Kimberly-Clark, Fort Worth,TX | May 2019 - Present

- Develop, supervise, and appraise performance for two teams of 60+ material handlers
- Maintain accurate on-time records and invoices by moving all hard-copy documentation to inventory management system
- Oversee all warehouse operational activities, such as shipping and receiving, storage and handling, and inventory management
- Created a warehouse safety initiative that reduced injury incidents by 40%
- Improved overall warehouse productivity by 30% during my first year

Assistant Warehouse Department Manager

Illine, CoppeL, TX | December 2016 - April 2019

- Supervised operation of heavy machinery such as forklifts, cherry pickers, and electric pallet jacks for the movement of materials from receiving to production
- Assisted in leading teams of 25-30 warehouse associates and monitored their productivity, accuracy, and error frequency
- Used data collected during supervision to advise leadership on process improvements and plans for implementation
- Reviewed invoices, maintenance requests, consumption records, and demand predictions to allocate tasks and determine optimal delivery periods