# LaShonda Wright

# **Quality Inspector**

Wetumpka, AL - Email me on Indeed: indeed.com/r/LaShonda-Wright/ea5dc764f691b90f

To enhance my professional skills in a dynamic and fast paced workplace.

#### WORK EXPERIENCE

## **Quality Inspector**

2am Group - Montgomery, AL - November 2011 to December 2013

My role as a Quality Inspector is to inspect all product as directed; maintained inspection gauges and standards to assure product quality; report damage to my immediate supervisor; provide accurate and timely data and record any and all defects.

- Approve incoming materials by confirming specifications; conducting visual and measurement tests; rejecting and returning unacceptable materials. Approve finished products by confirming specifications; conducting visual and measurement tests; returning products for re-work.
- Keep measurement equipment operating by following operating instructions; calling for repairs. Trained new employees and update job knowledge by participating in educational opportunities and reading technical publications.

# Store Manager/Cashier

Flames - Montgomery, AL - 2009 to November 2011

My role as a Store Manager is to establish and implement policies, goals, objectives, and procedures for our department. Take orders and prepare food and beverage orders. Operate cash register for opening and closing down the register and store.

- Plan budget and authorize payments and merchandise returns. Direct and supervise employees engaged in sales, inventory-taking, reconciling cash receipts, and in performing service for customers.
- Hire, train, and evaluate personnel in sales or marketing establishments, promoting or firing workers when appropriate. Perform work activities of subordinates, such as cleaning and organizing shelves and displays and selling merchandise.

## **Gas Station Attendant**

Entec - Wetumpka, AL - July 2007 to August 2008

My role as a Gas Station Attendant is to be responsible for cashiering, collecting cash payments from customers and making change, charging purchases to customers' credit/debit cards and providing customers with receipts.

- Engage in cleaning, collecting and disposing outside trash. Order stock and price and shelve incoming goods. Provide assistance and customer service. Ensure the convenience store part of gas station is managed at all times.
- Receive fuel trucks and supervise refilling of fuel pumps. Monitor all camera systems and keep a lookout of cars in the gas pump area.

#### **KEY SKILLS**

- Proficient in Microsoft Office (Word, PowerPoint, Excel, Outlook, Access)
- Working knowledge of Microsoft Visual Studio, Visual Basic. NET, C#, C++, JavaScript, Java, SQL, XML, HTML, SAP, Oracle, Web Page Design, and Databases

- Good communication, interpersonal and organizational skills with a demonstrated work ethic and willingness to learn any new additional skills
- Create and maintain a continuous fun environment for elderly and children
- Excellent attention to detail
- Able to handle elderly and people with disabilities