

Clifford Prins

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Professional Summary

I'm a dedicated and detail-oriented professional with over 12 years of experience in packaging and production. I thrive in fast-paced environments and take pride in delivering high-quality work with precision and efficiency. My strong work ethic, problem-solving skills, and ability to work independently and as part of a team have allowed me to exceed production targets and reduce waste consistently. I'm proficient in Google Docs, Excel, and Word, and I have the mathematical skills needed to ensure accurate measurements and quantities. I'm excited to bring my experience and positive attitude to Simply Fresh Produce, where I can contribute to ensuring every order is packed with care and accuracy.

Skills

- **Picking and Packing Expertise:** Proven ability to pick, pack, weigh, and label items accurately and efficiently.
- **Quality Control and Attention to Detail:** Highly skilled at identifying and removing defective items to ensure only high-quality products are shipped. Meticulously ensures quantities and orders are correct, maintaining high standards and customer satisfaction.
- **Team Collaboration:** Experience working effectively in team environments, fostering cooperation and problem-solving.
- **Basic Computer Literacy:** Proficient in Google Docs, Excel, and Word for data entry and record-keeping.
- **Equipment Operation:** Familiar with using packaging tools such as heat sealers and scales.
- **Workspace Organization:** Committed to maintaining clean and organized workstations at the end of each shift.
- **Self-Motivation:** Able to work independently with minimal supervision while staying focused and productive.
- **Communication Skills:** Clear and effective communicator, both verbally and in writing, to follow instructions and collaborate with team members.

Experience

Packaging Operator - Polyoak Packaging / Cape Town (Sep 2010 - Aug 2022)

- **Exceeded** production **expectations** with a **consistent** 80% or higher achievement rate, showcasing **strong work ethic** and **meticulous attention to detail**.
- Fostered a **collaborative work environment** by effectively communicating with diverse teams, leading to **decreased equipment downtime** and **faster problem resolution**.
- **Leveraged data analysis** to identify trends in **production defects** and implemented data-driven solutions to **enhance efficiency** and **reduce waste**.
- **Successfully resolved complex equipment breakdowns**, reducing downtime and **improving** overall **production efficiency**.

References

- Available upon request.

Education

Grade 11: Gerrit Du Plessis Secondary school | Riversdale, Western Cape 6670 | 2008

Cover letter for Picker/Packer Position

Clifford Prins 104 Dune Crest, Muizenberg ,Cape Town, 7945 cliffordprins8@gmail.com +(27) 73 240 5432 February 4, 2025

Dear Hiring Manager,

I am excited to apply for the Picker/Packer position at Simply Fresh Produce. With over 12 years of hands-on experience in packaging and production, including shift work at Polyoak Packaging, I am confident in my ability to contribute to your team's success by ensuring accurate, high-quality order fulfillment for your customers.

At Polyoak Packaging, I worked as a Packaging Operator in a fast-paced, detail-oriented environment. My role required me to weigh products meticulously, ensuring customers received the exact quantities specified, while adhering strictly to SOPs for cost-per-weight accuracy. I understand the importance of precision in measurements, and I take pride in minimizing errors to reduce waste and maintain customer trust.

Collaboration has always been at the heart of my work. As part of a team, I regularly partnered with colleagues to troubleshoot issues, streamline processes, and meet tight deadlines. For example, I was frequently tasked with repacking old stock and sorting production materials to ensure inventory accuracy and readiness for shipment. These responsibilities required strong communication, adaptability, and a shared commitment to quality—qualities I would bring to your team at Simply Fresh Produce.

Additionally, I played a key role in quality control. One of my core responsibilities was to inspect products for defects and ensure no substandard items reached customers. This vigilance, paired with my experience using packaging tools like heat sealers and scales, ensures I can uphold the high standards your customers expect.

I thrive in structured, early-morning shift environments and am fully available to work the 1:00 AM – 10:00 AM schedule. Having resided in Cape Town for over a decade, I am conveniently located near the Epping area and can reliably commute to the Cape Town Market.

What excites me most about this opportunity is the chance to combine my technical skills, attention to detail, and passion for teamwork in a role that directly impacts customer satisfaction. I would be honored to contribute to Simply Fresh Produce's reputation for quality and efficiency.

Thank you for considering my application. I would welcome the opportunity to discuss how my experience aligns with your needs.

Warm regards,

Clifford Prins

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