

Jennifer Williams

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PROFESSIONAL OBJECTIVE

Dependable and safety-conscious Forklift Operator with 3+ years of warehouse and distribution experience, seeking to contribute strong work ethic and attention to detail to a fast-paced logistics team.

PROFESSIONAL EXPERIENCE

Forklift Operator

Amazon Fulfillment Center - Plano, TX | June 2021 - Present

- Operate sit-down and stand-up forklifts for receiving, putaway, and shipping operations
- Load and unload 40+ trailers daily while maintaining strict safety protocols
- Use RF scanners and warehouse management systems for inventory tracking
- Perform quality inspections on incoming shipments and outbound orders
- Maintain 100% attendance record with zero safety violations
- Consistently exceed productivity goals by 10-15% per quarter
- Assist with training new team members on equipment operation and safety

Warehouse Associate

DHL Supply Chain - Richardson, TX | January 2020 - May 2021

- Operated pallet jacks and hand trucks for order picking and replenishment
- Performed cycle counts and inventory audits
- Earned forklift certification and cross-trained on multiple equipment types
- Recognized as "Employee of the Quarter" for outstanding performance (Q3 2020)

EDUCATION

High School Diploma

Plano Senior High School - 2019

SKILLS & COMPETENCIES

Sit-Down Forklift • Stand-Up Forklift • Pallet Jack • RF Scanner • WMS Systems • Inventory Control • Shipping & Receiving • Quality Control • Safety Compliance

CERTIFICATIONS & TRAINING

- Forklift Operator Certification (Sit-Down & Stand-Up)
- OSHA 10-Hour Warehouse Safety
- Hazmat General Awareness

- CPR & First Aid Certified

References available upon request