1. Managed scheduling and task delegation for [Number]-member warehouse team.
2. Tracked production and quality control systems to proactively identify deficiencies.
3. Collaborated with management to implement new initiatives and policies and achieve benchmarks for production, quality and safety.
4. Completed daily operations on time and maintained high standards of accuracy.
5. Promoted safety policies and practices among personnel, enforcing appropriate handling and use of equipment and products.
6. Kept detailed records of inventories and merchandise inventory transactions.
7. Supervised shipping and handling operations.
8. Oversaw inventory control levels and verified storage and organization processes were upheld correctly.
9. Started up and shut down processing equipment.
10. Recorded information, shortages and discrepancies to keep records current and accurate.
11. Maintained high levels of accuracy in daily operations.
12. Used [Software] to reconcile daily inventory for [Number] SKUs [Timeframe].
13. Revised and developed procedures to reduce risk and achieve compliance.
14. Oversaw daily operations and shipping and handling processes.
15. Maintained quality service by establishing and enforcing organization standards.
16. Monitored adherence to safety protocols and company policies by staying attentive to details.
17. Supervised all warehouse operations, including shipping and receiving, distribution, and workplace safety.
18. Created and enforced detailed organization processes to increase quality service standards.
19. Adhered to industry best practices for warehousing, material handling and documentation.
20. Operated warehouse material handling equipment, including [Type] and [Type].