

Maxine Curry

Warehouse Worker

AREAS OF EXPERTISE

Warehouse Operations
Distribution
Glass handling
Verifying inventory
Mechanical aptitude
Team meetings

PROFESSIONAL

French speaker
First Aider

PERSONAL SKILLS

Passionate
Forward thinking
Focused
Hard working

CONTACT

Maxine Curry
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Driving license: Yes
Nationality: British

PERSONAL SUMMARY

A hardworking and physical fit individual who has experience of picking, selecting, palletizing and storing goods in a warehouse. Maxine comes to you with a strong background in warehouse operations and in operating related transportation equipment. With her present employer, she is involved in driving trucks to pick up stock, keeping records, compiling stock reports and marking stock items using identification tags, stamps and electric marking tools. Right now, she would like to work for a company that appreciates employees who are committed, come up with innovative ideas and have unending passion.

WORK EXPERIENCE

Company name – Location

WAREHOUSE WORKER Jun 2013 – Present

Responsible for working as part of a team in a busy warehouse and ensuring that all customer deliveries are collected, loaded and go out on time.

Duties:

- Quickly assembling and filling large and small orders to be shipped to customers.
- Operating power handling equipment to move stock and select and palletize loads.
- Moving pallets by hand, hand truck, electric pallet jack, or manual pallet jack.
- Routinely cleaning all warehouse areas, equipment, delivery trucks and containers.
- Using software to sequence delivery orders and keeping stock organised.
- Loading and unloading trucks from ground level or platforms.
- Carrying out preventive maintenance on warehouse forklifts, trucks and railcars.
- Pushing a cart up and down aisles and collecting stock for a customer's order.
- Operating warehouse equipment to unload stock from trailers and delivery trucks.
- Matching quantities and items being shipped out against the customer's invoice.
- Using wireless radio frequency systems to communicate with colleagues.

Company name - Location JOB TITLE Dates (i.e. Aug 2011 – Jun 2013)

Company name - Location JOB TITLE Dates (i.e. Aug 2011 – Jun 2013)

KEY SKILLS AND COMPETENCIES

- Can work in multi-temperature environments that range from 32F to 100F.
- Maintaining a clean, organized and safe work environment for all staff members.
- Ability to organize and prioritize important job tasks that need to be done quickly.
- Demonstrating integrity and respect to senior managers and colleagues at all times.
- Acting as the warehouse supervisor in the supervisor's absence.
- Physically fit and able to stand and walk around for long periods of time.

ACADEMIC QUALIFICATIONS

Nuneaton University **2008 - 2011**
BSc (Hons) Sales Management

Coventry Central College **2005 - 2008**
A levels:
Maths (A) English (B) Technology (B) Science (C)

REFERENCES – Available on request.



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