

Rebecca Short

Distribution Specialist

Florence, KY

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Self-motivated, honest Distribution Specialist with 18 years customer service experience. Fast-learner with excellent organizational skills. Strong problem solving abilities. Work well independently or in a team. Authorized to work in the US for any employer

WORK EXPERIENCE

Distribution Associate

Standard Textile - Florence, KY - March 2015 to June 2015

Responsibilities

Coordinating all shipping manifests, picking of orders to be shipped, receiving of inventory, loading inventory into RF gun for put away, replenishment of inventory, Fork lift operator certified.

Accomplishments

Fork lift certification

Distribution Specialist

Dorman Products - Warsaw, KY - February 2013 to March 2015

Large Distributor of Automotive parts world wide, I picked and packed orders for inventory control also for shipments. Also processed all Fed Ex/ UPS orders to be shipped out. Order pick/packer. Inventory, Audit, Some operations of Cherry Picker Truck when needed.

Veterinary Assistant/Receptionist

Banfield Pet Hospital - Phoenix, AZ - January 2010 to August 2013

Emergency Animal Hospital, my duties as a Vet Nurse were to ensure the safety of all patients and clients, administered vital injections, drew blood for laboratory use, life saving techniques, surgical assisting, after care instructor, front desk client care.

Shipping and Receiving Clerk

North American Stainless Steel - Ghent, KY - April 2004 to February 2010

Largest distributor of Steel/stainless steel fully fabricated on site, my duties were Overhead crane operation, customer support on order status, order selection, quality control, coordinate all shipping manifests

EDUCATION

Diploma in Veterinary Assistant

Carrington College - Phoenix, AZ
September 2010 to June 2011

CERTIFICATIONS

Fork Lift operator

July 2012 to Present

Able to safely operate all types of large machinery

ADDITIONAL INFORMATION

Skills & Qualifications:

Currently I am familiar with the operations of the SAP network system for Distribution/ order selecting. Also a specialist in complete customer support/ care. Have the ability to adapt in a timely manner, meeting quota sometimes beyond. I am experienced with 18 years in customer services, can type 50 WPM, proficient in word and excell, somewhat computer savvy.