

Ronda Reickard

Inventory Control Specialist

Greenville, MI
rondareickard@gmail.com - (616) 255-4931

Inventory Control Specialist/Shipping Receiving Clerk
Authorized to work in the US for any employer

WORK EXPERIENCE

Press Operator/Inspector

Cs Manufacturing - Cedar Springs, MI - 2013 to Present

Responsibilities

Inspection ran 4 presses for year ,currently 100 per cent Inspector.

Inventory Control Specialist

Litehouse Inc - Lowell, MI - 2005 to 2011

Using Smart Client system I was responsible for closing jobs, doing job detail audits, adjusting inventory discrepancies verifying pallet counts and scanning barcode label for skid and applying. I helped put out the daily schedule also..

- Smart Client
- Mapics
- Trax
- AS400
- Excel Level 1

Central Receiving Clerk

Meridian Automotive - Ionia, MI - 2002 to 2005

Received in Shippers and verified truck loads, entered them in with a Trax gun and through Mapics

- Mapics/Trax

Inventory Clerk

Cycle Counter - Walker, MI - 1994 to 2002

Closed job orders, adjusted Inventory, cycle counted

ADDITIONAL INFORMATION

QUALIFICATIONS

- See above

SKILLS AND ABILITIES

AS 400, Smart Client, Ross, Trax, Mapics computer systems for Inventory and data collection.Excel Level 1. I learn fast. I am a reliable worker and at last job had 4 absences..

Computer System Experience

- Smart Client, Ross, Trax, barcoding, Mapics, AS 400, 10 key punch data entry