

# Charlen Johnson

Lafayette, CO 80026

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(386) 478-3277

To obtain a career that will utilize my knowledge and skills to the highest level, and provide me with an opportunity for growth and stability

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

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### **Floor Associate**

Restaurant Depot - Jacksonville, FL

January 2018 to July 2018

- Provides prompt, courteous and friendly customer service.
- Removes boxes from pallets and places them on shelves as well as opens boxes and removes single items to re-stock shelves
- Rotates merchandise in order to make sure the product does not expire on shelves.
- Organizes and front faces items on shelves
- Perform the proper inspections to meet HACCP regulations
- Assists in the review inventory for product rotation on a daily basis to prevent shrinkage and damages.
- Ensures that shelf pricing is correct and reflects the most recent pricing and market conditions.
- Follows program to maintain the cleanliness of the area by a regular maintenance schedule of scrubbing, and pulling out pallets and cleaning underneath.
- Continuously reviews status of floor for safety hazards. Promptly and safely handles any spills and removes any trash such as plastic wrap, plastic ties, pieces of wood or any other trash gets immediately removed from the floor and discarded appropriately.
- Promptly informs supervisors of any low stock/out of stock merchandise.

### **Retail Clerk**

Target - Miami, FL

February 2016 to January 2017

- \*Inspected merchandise or products to determine value or yield.
- \*Maintained and/or recommended mark-up rates, mark-down rates, and selling prices for merchandise.
- \*Conferred with sales and purchasing personnel to obtain information about customer needs and preferences.
- \*Managed the department for which they buy.
- \*Negotiated prices, discount terms and transportation arrangements for merchandise.

### **Forklift Operator**

A.B.C Warehouse - Miami, FL

January 2014 to October 2016

- \*Inspected product loads for accuracy and safely moved products around the warehouse or facility to ensure timely and complete delivery.
- \*Positioned lifting devices under, over, or around loaded pallets, skids, or boxes and secured material or products for transport to designated areas.
- \*Conducted pre-operational checks on equipment to ensure proper functioning.
- \*Operated gasoline and/or electric-powered trucks, cars, or tractors
- \*Transported materials between loading, processing, and storage areas.
- \*Operated lifting devices, such as forklifts, lift beams with swivel-hooks, hoists, and/or elevating platforms, to load, unload, transport, or stack material in a safe manner

### **Overnight Stocker**

Bed Bath Beyond - Miami, FL

March 2012 to January 2014

- \*Received, counted, stocked items, and recorded data manually or electronically
- \*Packed and unpacked items to be stocked on shelves in stockrooms, warehouses, or storage yards.
- \*Verified inventory computations by comparing them to physical counts of stock, and investigated discrepancies or adjusted errors.
- \*Prepared products, supplies, equipment, or other items for use by adjusting, repairing or assembling them as necessary.
- \*Cleaned and maintained supplies, tools, equipment, and storage areas in order to ensure compliance with safety regulations.

## Education

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### **High School Diploma in General Studies**

North Miami Senior High School - Miami, FL

2005

## Skills

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Customer Service, Shipping Receiving, Order Puller, Picker Packer, Warehouse Associate, Forklift, General Labor, Loading, Unloading, Shipping

## Certifications and Licenses

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### **Forklift Certified**

May 2011 to Present

### **Certified Forklift Operator**