

Derrick Gillispie

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EXPERIENCE

Lowes RDC 965, Cheyenne, Wy — *Receiving Associate*

March 2016 - September 2023

Staged merchandise by department marked appropriately for placement in the facility and delivered to different destinations

Led small groups and individual training sessions based on the organization's learning needs

Maintained accurate tracking systems covering shipping and receiving transactions

Reconciled shipping invoice and receiving reports to verify count accuracy

Helped managers enforce procedures and protocols with effective training

Operated forklift, reach truck and pallet rider to unload trucks and move materials

Adhered to hazardous materials shipping guidelines and regulations to protect staff and general public

Mitchell's BBQ, Cheyenne,WY — *Part Time Manager*

June 2014 -Feb 2016

Oversaw execution of opening and closing procedures to desired standards

Enforced safety procedures and monitored compliance

Prepared schedules and assignments to meet short and long term demands

Trained team to deliver optimal products and guest service

Monitored employee work to assess performance and identify knowledge gaps

Walmart RDC 7077, Cheyenne,WY — *Orderfiller/T-3 Trainer*

February 2008 - July 2016

Elevated performance levels and minimized compliance issues by fully training new hires

Help new hires assimilate into the workforce and get up to speed on procedures with a successful onboarding process.

SKILLS

Course Development
Program Management
Interpersonal Communication
Team Leadership
Creative Problem Solving
Student Engagement .
Scheduling
Time Management
First Aid
Sales Techniques
Invoice Reconciliation
Group and Individual instruction
Policy Implementation

Evaluated effectiveness of training programs to implement ongoing improvements and updates

Created and acquired training procedure manuals guide and course materials

Strengthened instructor skills and knowledge with careful evaluations

EDUCATION

ISSA — *Personal Training Certification*

December 2023

.4752390

AED/CPR

December 2023

4887295

Detail oriented Trainer and Manager skilled in high volume work. Applies material handling knowledge to consistently meet performance target with accuracy. Resolves conflicts smoothly and independently with critical thinking and resourceful problem-solving skills