

Denise A. Edwards
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Objective

To obtain a position with a company where I can utilize my skills and gain further experience while enhancing the company's productivity and reputation.

Core Strengths

- | | |
|------------------------|-----------------------|
| ✓ Career Oriented | ✓ Team Player |
| ✓ Punctual | ✓ Self Motivated |
| ✓ Communication skills | ✓ Reliable/Dependable |

Professional Experience

- ✓ Able to understand and follow all safety precautions and work related directions.
- ✓ Demonstrated ability to accomplish physically challenging tasks.
- ✓ Able to adhere to company's Policies and Procedures.
- ✓ Examined and inspected containers, materials, and products in order to ensure that packing specifications are met.
- ✓ Operated order/cherry picker, to retrieve inventory in overhead bins.
- ✓ Removed defective products or materials, placing them on moving equipment such as conveyors for inspection by quality control.
- ✓ Packed and weight certain orders that required special attention.
- ✓ Ensuring that the correct number and type of product is packed & shipped.
- ✓ Verifying the correct number, size, colors, and quantity of the merchandise.
- ✓ Responsible for the completion and correctness of all orders filled.
- ✓ Measure, weigh, and count products and materials.
- ✓ Examine and inspect all materials and products in order to ensure that packing specifications are met.
- ✓ Performs other duties, as assigned by management.
- ✓ Operate office machines, such as photocopiers and scanners, voice mail systems, and personal computers.
- ✓ Package high quality products on time and in the right quantities in a line team environment.
- ✓ Maintained packing area in a clean, neat and orderly manner.

Work History

Paper Pak (People Link Staffing), Washington, Georgia	03/2012 to 10/2013
Baker & Taylors, Commerce, Georgia	07/2010 to 09/2011
Advance Auto Distribution, Thomson, Georgia	09/2002 to 08/2007

Education

Cornerstone Institute

Illinois
GED

References Available Upon Request