

Gerald Jackson

Cedar Rapids, IA
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To utilize my organizational, motivational and hands on experience in the customer service, warehouse, security or retail industry.

WORK EXPERIENCE

Shipping and Receiving / parts / paint coator

Brennan equipment and mfg Inc - University Park, IL - August 2012 to Present

Duties: Fabrication of industrial equipment which include assembling and paint coating operations.

Warehouse Associate

Insight Global Inc - June 2010 to August 2012

Duties: Receive and count stock items, verify inventory computations. Clean and maintain supplies. Examine, inspect stock items, and provide assistance or direction if needed.

Shipping/Receiving Clerk

Volt Services, Inc - New Brighton, MN - June 2009 to May 2010

Duties: Shipping, receiving, loading, and unloading trailers up to 40 feet.
Operating forklift and other loading equipment. Organizing products for distribution.

Customer Service Manager

Wal-Mart Department Store - Brooklyn Park, MN - January 2008 to May 2009

Duties: Managed Cashiers, Customer Services, Area Door Greeters, and Cart Pushers
Assisted customers with questions and concerns. Demonstrated problem solving skills.
Approved and enforced customer return policy while exercising sound judgment.

Shipping and Receiving Clerk

John Morrell and Company - Sioux Falls, SD - March 2005 to August 2008

Duties: Successfully loaded and unloaded merchandise using effective time management skills.
Consistently met company quotas while remained organized.

EDUCATION

High School Diploma

Perry L. Julian High School - Chicago, IL

ADDITIONAL INFORMATION

HIGHLIGHTS OF QUALIFICATIONS

- Excellent computer and internet knowledge
- Experience in Forklift, Pallet Truck operation
- Experience in balancing/auditing cash
- Experience in shipping and receiving
- Work well with others