

## **Jaimeson Sales**

Crete, IL | (708) 527-4074 | jaimesonsales@gmail.com

### **Objective**

Dedicated Warehouse Associate with 4+ years of experience in shipping, receiving, batchmaking, and forklift operation. Seeking to leverage my skills and strong work ethic to contribute to the success of your organization.

### **Professional Experience**

#### **Shipping and Receiving Clerk / Forklift Operator**

*Carl Buddig – South Holland, IL*

2020 – 2022

- Managed shipping and receiving operations, ensuring accurate documentation and inventory control.
- Operated reach truck forklifts to load/unload materials and organize warehouse stock efficiently.
- Inspected incoming and outgoing loads for quality and compliance with safety standards.
- Trained team members on operational procedures and safety protocols.

#### **Forklift Operator**

*Amazon – Joliet and Monee, IL*

2023

- Operated forklifts to move materials, manage inventory, and support warehouse operations.
- Ensured timely and accurate order fulfillment, meeting production and shipping deadlines.
- Maintained a clean and organized workspace adhering to GMP and HACCP requirements.

### **Skills**

- Reach truck forklift operation
- Shipping and receiving documentation
- Batchmaking and production processes
- FIFO inventory management
- GMP, HACCP, and safety compliance

### **Education**

High School Diploma - Thornton Fractal South High school 2012

### **Certifications**

Forklift Operator Certification( sit down, stand up, high reach, and clamp)