

Jalisa J Ossou Shorter

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Contact

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Education

August Martin High School

Queens, NY 11434

Graduated June 2011

Objective

Absorb all information giving and taught to me, in addition, helping team members and leading with fellow employees. I will humbly provide growth and stability towards my career as a business woman.

Experience

May 2013-2014

Barista/Back waiter • ABC Kitchen • Quick and accurate drink service. Delivered exceptional, friendly and fast service.

March 2016-2017

Cleaning Operator • Managed by Q • Completely sanitize, clean, and organize designated areas. Sweep, vacuum, mop, and restock as needed.

August 2017- 2021

Amazon Associate • Amazon Fulfillment • Effectively pick and pack items ordered by clients expeditiously. Place shipping labels on closed packages. Load trucks in a timely matter. Send out trucks to deliver picked units.

Process Assistant • Amazon Logistics • Assist in the coordination of Delivery Associate (DA) training and ridealongs for new DAs. Ensure vehicle cleanliness and appearance is maintained to standard and captured via DA inspections. Ensure adherence to dress code standards. Daily review of DA performance to identify potential ridealong candidates. At times assisting with production duties, training sort associates and verifying SOP compliance. Ensure successful area performance, through tracking and reporting metrics. Understand workflow and daily production goals. Review and update SOP as required. Ensure work areas

remain clean and are equipped with proper equipment and supplies. Identify and address safety hazards within the work area. Coach associates to work safely at all times and participate in safety initiatives. Ensure all job injuries are reported timely in accordance with established policy and procedure. Provide direction utilizing independent judgment.

Key Skills

Positive Attitude
Learning Agility
Critical Thinking
Tolerance
Adaptability

Communication

Able to lead others in high-demand situations while maintaining group facilitating, managing group interactions, supervising people or processes. Able to coordinate several tasks simultaneously and knowledgeable in assembling equipment or data.

Leadership

Decisiveness. Effective leaders are those who can make decisions quickly with the information they have.

Integrity. Creating professional and healthy relationship building or team building, problem-solving, dependability and integrity. Ability to teach and mentor.

References

Tochi Ukaigwe – ukaigwet@amazon.com (973) 752-1753
Andru Consani – druconsa@amazon.com (973) 689-5194