

# Jeanne Storm

Berthoud, CO 80513

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To find a position that will allow me to excel in being an asset to the company. I love to work with people, I'm energetic and a people pleaser. As a team player I'm always keen to the needs where I can support, assist or provide leadership. I'm open to learning and taking on challenges. My strengths are in Order processing, Warehousing, Customer Service & Support.

Authorized to work in the US for any employer

## WORK EXPERIENCE

### **Temporary Employment Services/Order Processor**

ADVANCE SERVICES INC - Loveland, CO - 2017-06 - Present

Currently working at Group Publishing Order processing- Pulling Books, Banners, Gadgets, Shirts, Etc  
Attention to detail - Took care to package items properly; made the order ready for shipping  
Quality Control to ascertain that items being shipped were in line with company standards  
Re-Stocked Inventory as needed

### **Event Staff/Security**

Budweiser Event Center - Loveland, CO - 2017-04 - Present

Responsible for Scanning Tickets

Seating - Concierge

Assist Security at Admissions

### **Temporary Employment Services/ Order Processor and Packer**

Employment Solutions Inc - Fort Collins, CO - 2015-04 - 2016-05

Recent Employer: Otter Products

Order Processing- Packing and prepared for Cold Seal

Operated Pallet Jack & Cardboard Compactor, also Bailed Cardboard for disposal/recycling

Attention to detail - Took care to package items properly; made the order ready for shipping

Quality Control to ascertain that items being shipped were in line with company standards

Permanent/Part-Time Position

### **Nutritional Service Aide**

Thompson School - Loveland, CO - 2006-01 - 2014-05

Worked with Nutrition Services

Packaged & Prepared Food

Food Handling according to Dept of Health Standards

Ran dishwashing & disinfecting processes

Performed Kitchen Clean Up

Permanent/Part-Time Position

### **Ladies Fashion Retail Sales**

Sears Roebucks & Co - Fort Collins, CO - 1998-10 - 2004-08

Ran Cash Register, Scanner, Intercom

Customer Service

Prep Merchandise for Floor Displays and Sales

Prep Signage for Products for seasonal changes

Handled Customer Returns & Exchanges

Assisted Customer to apply for Store Credit Card

Marketing and sales for new products and seasonal changes

#### EDUCATION

##### **Completed the course in Graphic technology**

Aims Community College - Greeley, CO

1980-08 - 1982-02

#### ADDITIONAL INFORMATION

Hard worker and a willingness to learn.