
Jessica Cooper

600 S Ash
McPherson, KS 67460
(620) 513-1373
Jacsica@gmail.com

EXPERIENCE

Viega, McPherson, KS - *Logistics, DCTM II*

NOVEMBER 2022 - PRESENT

Responsible for filling and completing customer orders, while maintaining high accuracy and efficiency. Ability to make necessary transactions in the WMS, on a desktop or with RF gun, along with system troubleshooting pertaining to the said transactions of the job function. Perform 5S activities to organize and manage distribution center, in order to maintain a clean work environment.

Black Rock Bar & Grill, Fort Lauderdale, FL - *Manager, Server, Bartender*

SEPTEMBER 2020 - NOVEMBER 2022

Assisted guests in order selection, while up-selling menu items to consistently achieve top sales in a high volume restaurant. Manager duties included running operations in the absence of the general manager, conflict resolution, financials, inventory, ordering, scheduling and training.

First Street Liquor, McPherson, KS - *Manager*

JULY 2014 - JANUARY 2020

Responsible for daily operations to initiate business day. Utilized Quickbooks to record accounts receivable and payable, taxes and payroll. Daily responsibilities included customer service, data entry, inventory, ordering, receiving, stocking, employee management, training and scheduling.

EDUCATION

Hutchinson Community College

2005 - 2007

McPherson High School

2001 - 2005

REFERENCES

Charles Love

Viega, Logistics

Brandon Weis

Viega, Logistics

AJ Gasser

Black Rock Bar & Grill

(248) 444-1561