

# Joanna Gavelis

Taylor, MI

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## Work Experience

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### **Shipping and Receiving Clerk**

Stylecraft Printing - Canton, MI

June 2010 to Present

Package paper products, ups, fed ex, freight line, customer service, track shipping, stage pallet, Bill of landings, file, weigh cost freight, set up freight line, emails,

## Education

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### **Trade school in Business Administration**

Dorsey Business Schools-Wayne - Wayne, MI

February 2006 to February 2007

## Skills

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- Shipping & Receiving
- Freight Experience
- Order Picking
- Materials Handling
- Order Picker
- Pallet Jack
- Warehouse Experience
- Packaging
- Load & Unload
- Manufacturing