

LaKeshia McAfee

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Chattanooga, TN 37410

PROFESSIONAL PROFILE

I am an ambitious and dependable professional with over twenty (20) years of experience in the Logistics industry. As an adaptable and extremely quick learner, unfamiliar tasks are simple to master. I am looking to utilize my communication skills and leadership abilities in a new and fast-paced setting. I am eager to start the journey with a company that values a strong work ethic and a positive attitude in the workplace. Detail oriented and dependable professional who believes and values her work ethic, timeliness, and ability to continually progress forward. Strong communicator and works well with different personalities. I am excited to be able to have the opportunity to add to your company and gain new experience.

WORK EXPERIENCE

Logistics-Shipping, Receiving and Inventory

25 Years

- Responsible for general warehouse duties; like bin to bin inventory counts and movements, shipping
- and receiving duties, as well as scanning inventory in and out of warehouse.
- Audited inventory by manually counting warehouse supplies to ensure accuracy.
- Monitored and maintained current inventory levels; processed purchasing orders as required; tracked
- orders and investigated problems.
- Worked in a high-volume depot warehouse with responsibility for fulfilling queued requests for IT asset
- pulls in line with customer demand.

Production

15 Years

- Inspected product for quality and adherence to satisfy customers specification.
- Contributed to a team-based environment to maintain line productivity and meet expect order
- deadlines.
- Help Build and packaged multi-orders a day exceeding daily quotes of 200tpm. (tenders per min) Boxed, labeled, and moved items to keep production lines moving swiftly

Food Service-Assistant Manager

2 Years

- Keep records required by government agencies regarding sanitation or food subsidies.
- Investigate and resolve complaints regarding food quality, service, or accommodations.
- Maintain food and equipment inventories, and keep inventory records.
- Monitor food preparation methods, portion sizes, and garnishing and presentation of food to ensure that food is prepared and presented in an acceptable manner.
- Schedule and receive food and beverage deliveries, checking delivery contents to verify product quality and quantity.

EMPLOYMENT HISTORY

SAP Clerk, *Ryder Logistics*, Chattanooga, TN

Distribution Clerk, *Sanofi*, Chattanooga, TN

Inventory Control Clerk, *Comprehensive Logistics*, Chattanooga, TN

Production Worker, *Pilgrim's Pride*, Chattanooga, TN

EDUCATION/CERTIFICATIONS/SKILLS

High School Diploma, *Ridgeland High School*, Rossville, GA

Forklift Certification

CPR/AED Certification

SafeServ Certification