

# Mai Thao

## **Warehouse Associate**

Northglenn, CO 80260

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(770)374-6825

To obtain a stable career position within a thriving organization while utilizing my skills and experiences to enhance company objectives.

## Work Experience

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### **Warehouse Associate**

Etcon Staffing Services - Pendergrass, GA

September 2016 to July 2017

- Temporary

- \* Performed daily warehouse duties such as loading lug plate and shaft.
- \* Assisted management and leadership with department projects.
- \* Maintained cleanliness to meet OSHA regulations.

### **Order Selector**

Bed Bath and Beyond - Pendergrass, GA

April 2015 to September 2016

- \* Managed daily production by utilizing RF gun to pick/pack customer orders.
- \* Processed customer orders and updated data and inventory within computer system.
- \* Prepared customer orders for shipping department by printing labels and invoice.

### **Supervisor**

Trinity Service Group - Gainesville, GA

January 2014 to April 2015

- \* Supervised team members in accordance with the company and the facility policies.
- \* Prepared, assisted, and instructed team members in the preparation of a variety of food items in accordance with departmental work production standard.
- \* Managed inventory and assisted management, as needed.

### **Warehouse Associate**

Express Employment - Braselton, GA

May 2013 to January 2014

- \* Fulfilled customer orders by utilizing hand held RF gun to pick and pack order.
- \* Managed daily inventory control by inputting accurate data into computer system.
- \* Prepared shipping labels and invoices for customer orders.

## Education

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**CNA certification in Nursing and First Aid and CPR**

Stratford Career Institute - Washington, DC  
2012

**High School Diploma**

Jefferson High School - Jefferson, GA  
2008