

# Michael T. Williams

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## Objective

Contribute to the prosperity of the organization by committing my unique blend of knowledge, skills and experience, while learning new skills.

## Summary of Qualifications

- 3 years customer service
- Innovative thinker and creative problem solver.
- Excellent written and oral communication skills.
- Ability to work under pressure efficiently and effectively within tight schedule constraints while ensuring final product is a quality deliverable.
- Exhibit strong leadership skills that utilize analytical insights to resolve difficult situations.
- Exhibit strong work ethics combined with a commitment to excellence in all projects undertaken.
- Self-motivated team player with the flexibility to multi-task.
- Forklift driver/ Operator
- Experience in Heavy lifting
- Excellent team work
- Forklift Certified

## **EXPERIENCE**

### **01/2018- 03-2018 Freight handler FedEx Henderson, CO**

- Ensuring successful transfer and delivery of goods to intended destinations.
- Sorting packages for delivery,
- Operating heavy machinery, such as forklifts, trucks, and hydraulic conveyor belts, and, on rare occasions, picking up and delivering packages.
- Fork lift operator to load and unload pallets for delivery and for receiving.
- Load and unload boxes, freight

### **1/17/-2/2017 Personal Shopper Walmart/ Warehouse Oklahoma City, Oklahoma**

- Help customers by shopping for their groceries and general merchandise ordered on **walmart.com**.
- Greet, Help, and Thank customers with a smile!
- Follow food safety guidelines to keep perishable goods fresh.
- Completes work assignments and priorities.
- Complies with company policies, procedures, and standards of ethics and integrity.
- Ensures freight quality and integrity.
- Fulfills store orders and organizes warehouse.
- Maintain a safe work area.
- Manages freight.
- Performs duties as assigned.

## **EDUCATION**

**General Studies for Diploma** Justice Alma Wilson See Worth Academy. Oklahoma City, Oklahoma

**REFERENCE** - Available upon request.