

Nasir Kemp

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Hard-working student, currently in the field of Environmental Science after being certified in Facilities Maintenance with strong communication, customer service and time management skills. Desires to put training and skills to use to find a long-term career in the service of education with long-term goals of climbing in the supply chain industry.

Authorized to work in the US for any employer

Work Experience

Porter/Maintenance

Mokena Lot Cleaners - Philadelphia, PA

April 2022 to Present

Complete outdoor housekeeping functions including cleaning, power washing, sweeping, picking up and emptying trash, and keeping sidewalks/parking lot safe. Stack, lift, move, and empty filled crates.

Warehouse Associate

Amazon DSP - Norristown, PA

November 2021 to February 2022

I am responsible for carrying out an array of duties such as receiving and processing incoming stock and materials, picking and filling orders from stock, overseeing the packing and shipping of orders, and/or managing, retrieving, and organizing stock.

Auto Parts Delivery Driver

Expressit Logistics - Conshohocken, PA

March 2021 to November 2021

- Picked up and delivered parts and equipment to customers, satellite stores, wholesale accounts, and vendors.
- Checked with the parts manager, wholesale representative, inventory control administrator, parts counter people or shipping and receiving clerk before leaving to coordinate any last-minute pick-ups or deliveries.
- Checked with the body shop each day to determine immediate parts needs.
- Delivered parts to body shop when needed and distributed to appropriate body technicians.
- Verified that invoice matches purchase order for each pick-up.
- Checked payments received with the invoices for each delivery.
- Kept an accurate log of daily deliveries and pick-ups. Requested recipient's signature on each delivery entry.
- Unloaded car each night. Turned in all paperwork and undelivered parts.
- Handled basic maintenance of the truck including filling tank with gas, checking oil, keeping it clean and making sure required inspections are performed.

Warehouse Coordinator

WuXi Advanced Therapies - Philadelphia, PA

October 2019 to January 2021

Position Responsibilities:

- Unloads receiving trucks as needed.
- Signs for delivery after inspection dependent on condition upon arrival.
- Handles all system receiving and paperwork processing.
- Physically inspects all deliveries.
- Prepares shipping paperwork with accuracy, as well as completes shipping transaction in appropriate system (UPS etc.)
- Communicates status of Shipping/Receiving activities to appropriate personnel.
- Delivers pick tickets to internal labs.
- Maintains shipping records, including providing tracking or shipping history information to internal customers on request.
- Participates in EOM inventory
- Maintain housekeeping of warehouse.

Forklift Operator/Material Handler

ICU Medical - King of Prussia, PA

September 2018 to August 2019

Check/Ship packages using FedEx shipping system

Operate pallet jack and pick orders

Package Handler

United Parcel Service

December 2017 to March 2018

Ensured successful transfer and delivery of goods to intended destinations

- Gained knowledge of safety regulations
- Load/Unload trucks

Sales Associate

Footlocker - Philadelphia, PA

November 2015 to August 2017

Operated cash registers to complete customer sales

- Assisted customers with shoe options and decisions
- Stocked and organized merchandise

Cashier/Waiter/Dishwasher/Grill

Elevation Burger - Plymouth Meeting, PA

September 2015 to December 2016

Clean work areas, equipment, utensils, dishes, and silverware

- Store food in designated containers and storage areas to prevent spoilage
- Prepare a variety of foods according to customers' orders or supervisors' instructions

Education

General educational development in Environmental Studies

PowerCorps - Philadelphia, PA

February 2022 to Present

CERTIFICATION in Facilities Maintenance

Philadelphia Job Corps Life Science Institute - Philadelphia, PA

October 2017 to May 2018

High school or equivalent in CERTIFICATIONS

G.W. Carver High School of Engineering and Science - Philadelphia, PA

September 2012 to June 2016

Skills

- CUSTOMER SERVICE (4 years)
- RECEPTIONIST (4 years)
- RETAIL SALES (4 years)
- TIME MANAGEMENT (5 years)
- PALLET JACK (Less than 1 year)
- Warehousing
- Loading
- Unloading
- Food Prep
- Picker Packer
- General Labor
- FedEx Shipping System
- Oracle
- Forklift Operator (Less than 1 year)
- Typing (4 years)
- Inventory Management (2 years)
- Powerpoint (4 years)
- Printers (2 years)
- HTML (Less than 1 year)
- Kronos (Less than 1 year)

- Bookkeeping (Less than 1 year)
- Forklift
- Order Puller
- Shipping
- Shipping Receiving
- Warehouse Associate
- ICU Experience
- Materials Handling
- Order Picker
- Agile
- Load & Unload
- Warehouse Management
- Quality Assurance
- SAP
- Logistics
- Facilities Maintenance
- Manufacturing

Certifications and Licenses

OSHA 10

Forklift Certified

Driver's License

March 2018 to December 2023

Assessments

Warehouse Associate — Highly Proficient

September 2019

Assesses the tendencies that are important for success in warehouse roles.

Full results: [Highly Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.