

Shannel Reckseen

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Objective To become part of a great team that is dedicated to high quality and outstanding customer service.

Experience Cycle Counter / Inventory Analyst
06/22/2006 - 11/25/2013 Merritt Equipment Co., Henderson

- Inventory Control
- Cycle Counts
- Investigate Inventory Issues
- WIP
- ECR's
- Bin Location Audits
- INC, CNI and CNC
- Participate in Annual Inventory Audits
- Supply Chain Transfers
- Forecast Maintenance
- Data Entry
- 10 Key
- Cross-Trained in Shipping for back-up
- Month End Reports

Phlebotomist
03/2006 - 06/2006 Schryver Medical, Denver

- Blood draws
- Patient Services

Floor and Wall Sales Associate / Order Puller and Loader
04/2001 - 09/2004 Home Depot, Westminster

- Customer Service
- Attend vendor training classes for product knowledge
- Teach 'How-To' classes to customers
- Enter customer information to set up installations or for special orders
- Pull customer orders for pick-up or delivery using a forklift
- Load flatbed semi-trailers for delivery using a forklift
- Cross-Train in other departments for better customer service

Education PIMA Medical Institute Denver
02/2005 - 11/2005

- Certificate of Completion as a Medical Assistant
- Graduated with Honors

Front Range Community College
05/2001 - 08/2001

- Math Class Completed

References I have amazing references to support my inventory skills.

*The gaps in employment were due to family issues, attending school and trying to find a job after school.