

CHARLES E. PARSONS, JR.

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SUMMARY

25 years of experience in warehouse setup, management and inventory control 20 years experience safety training setup. In-store specialists focusing on merchandising efficiency, special orders and customer satisfaction.

SKILLS

- Warehouse setup
- Store setup
- Forklift and Electric Jack
- Team Lead (lead men)
- Line in new merchandise
- Inventory control

WORK HISTORY

Adams Polishes - Warehouse

05/2018 - 09/04/2025

- Order puller, Shipping, help customers ,Detailer ,chemical handler

Laborer

Ultimate Construction -
06/2012 - 10/2014

- Assisted with electrical, plumbing, window installation and repair.
- Performed landscaping, snow removal and general cleaning services.
- Groundskeeper, sprinkler system installation and maintenance.

PRC Warehouse - Lead Warehouseman

06/2006 - 05/2011

- Disabled employee orientation on equipment operation and company's teamwork principles. Trained employees on how to work with customers, warehouse and inventory. Coordinated loading and unloading trucks, shipping / receiving and processing customer.

Ultimate Construction - Laborer

08/2004 - 08/2005

- Assisted with electrical, plumbing, window installation and repair .
- Performed landscaping, snow removal and general cleaning services.
- Groundskeeper, sprinkler system installation and maintenance .

Hillcrest Condominiums - Maintenance

12/1993 - 03/2003

- Assisted with electrical and plumbing installation and repair.
- Provided landscaping and snow removal and general cleaning services.
- Work on grounds and lawn irrigation and tree and equipment.

Colorado Forest Industry - Yardman/Mill worker/Maintenance 10/2001 - 07/2002

- Processed customer orders, graded lumber and provide special cut services.
Serviced special cutting equipment and performed general building maintenance.
- Test / measure moisture levels and grading on all new lumber.

Hugh M Woods - Warehouseman / Store

08/1981 - 09/2001

- Responsible for new store / warehouse opening and inventory control.

- *Customer order processing, new merchandise stocking and custom labeling.*

VOLUNTEER - Flatirons church

Shift volunteer (2012 - 2014)

Paramount volunteer and down town (2015 - present)

Volunteer at Marilyn Hickey church (2005 - 2006)

ACHIEVEMENTS

- *AdamsPolishes Certified Ceramic Installer*
- *Payless castaway building materials -Red Arrow Award for raising money for United Way in 1993 made 3'750'000.*
- *Cooking Matters - course in nutrition*
- *Certificate of completion in Alpha Course.*
- *Certificate in Career Ready - 101 (03/2010) workplace ethic / personal characteristics employer expectations / on the job etiquette / person-to-person etiquette telephone, e-mail etiquette / meeting etiquette / time management problem solving / customer service / teamwork / communicating at work speaking / listening / presenting yourself / non- verbal communication.*