

# Marquell Lassiter

Aurora, CO 80011

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## Professional Summary

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Logistics Specialist with over 6 years of experience in dispatching, freight management, warehouse operations, and supply chain coordination. Adept at optimizing logistics workflows, maintaining inventory accuracy, and ensuring timely freight delivery. Proven leader with skills in training personnel, managing dispatch schedules, and resolving freight discrepancies. Holds a

Secret Clearance with a strong commitment to operational efficiency, safety protocols, and quality standards.

Willing to relocate to: Aurora, CO

## Work Experience

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### **Warehouse Technician II**

IDEX Corporation

March 2023 to June 2025

Coordinate receiving and distribution operations, verifying accuracy of incoming shipments and ensuring proper documentation

- Manage inventory systems with 99.8% accuracy, conducting regular audits and implementing process improvements
- Synchronize order fulfillment processes, reducing processing time by 15% through improved workflow coordination
- Liaise between warehouse operations and transportation teams to optimize delivery schedules and routes
- Lead a team of 5 warehouse personnel, providing training on logistics best practices and safety protocols
- Identify and resolve supply chain discrepancies through effective communication with vendors and internal departments

### **Warehouse Technician II**

Express Employment Professionals

November 2020 to March 2023

- Coordinated material handling operations including loading/unloading freight using specialized equipment
- Managed inventory placement and organization strategies to maximize warehouse space utilization
- Implemented cross-docking procedures to reduce handling time and improve shipment turnaround
- Maintained detailed logistics documentation and inventory records for compliance and tracking purposes
- Collaborated with transportation providers to ensure timely delivery of outbound shipments

### **Armed Security Officer**

Strategic Security Corp.-Charlotte, NC

December 2019 to November 2020

Engage with individuals calmly and professionally to resolve conflicts, diffuse tense situations, and maintain order.

Carry and maintain firearms in accordance with company policies, local laws, and training standards.

Respond promptly to alarms, emergencies, or disturbances, assessing situations to determine appropriate actions.

Patrol assigned areas to monitor for signs of unauthorized access, disturbances, or suspicious activities.

Document daily activities, incidents, and observations in detailed and accurate reports.

## **Military Police Officer**

U.S Army

April 2014 to December 2019

Coordinated high-security logistics operations, including a classified detail protecting the Vice President alongside Secret Service

- Managed resource allocation and personnel schedules to meet operational requirements across multiple locations
- Maintained detailed records and documentation systems ensuring compliance with military protocols
- Supervised and trained junior personnel in operational procedures and best practices
- Demonstrated excellence in high-pressure logistics situations requiring precise timing and coordination

## Education

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### **Business Management (Associate's degree)**

Trident University International

August 2016 to January 2018

## Skills

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- CCTV
- Loader operation
- Shipping & receiving
- Office experience
- Telecommunication
- Time management
- Order picking
- Load & unload
- Secret Clearance
- Order shipping
- Cooking
- RF scanner
- Management
- Communication skills
- Food management
- Forklift
- Food handling

- Order picker
- Pallet jack
- Customer service
- Maintenance
- Human resources
- Dishwashing
- Heavy lifting
- Google Docs
- Excavator (1 year)
- Recruiting
- Order fulfillment receiving
- Precision measuring instruments
- Warehouse management system
- Packaging
- Order fulfillment
- Heavy equipment operation
- Freight
- Leadership
- Animal care
- Quality assurance
- Inventory replenishment
- Security
- Microsoft Word
- Data entry
- Logistics
- Law Enforcement
- Analysis skills
- ADP
- Employee orientation
- Dispatching
- Front desk
- Hospitality
- Kitchen management
- Problem solver
- Kennel experience
- Microsoft PowerPoint (7 years)
- Inventory management (5 years)
- Interviewing
- Supervising experience
- Microsoft Access

- Interpreting technical drawings
- Food service management
- Fast adapter
- Attention to detail
- Electric pallet jack
- Quality inspection
- Crane
- Assembly
- Animal handling
- Training & development
- Inventory control
- Warehouse supervisor experience
- Organizational skills
- Working in fast
- Technical support
- Clean workspace maintenance
- Microsoft Outlook
- Materials handling (5 years)
- Computer skills
- Culinary experience
- Restaurant experience
- Warehouse experience (4 years)

## Certifications and Licenses

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**Overhead Crane Certification**

**Forklift Certification**

**Professional In Human Resources**

**Driver's License**

**First Aid Certification**

**Pallet Jack Certification**

**Armed Security License**

**Guard Card**