

# Samantha Rice

Oakdale, MN

- Email me on Indeed: <http://www.indeed.com/r/Samantha-Rice/7ac38974925374a0>

Seeking a challenging position, where I can use my skills and experience to promote success within the company, with opportunities for future advancement

## JOB SKILLS & EXPERIENCE

Dietary Cook

Prescott Nursing Home

<> Competently prepared both hot and cold meals for residents

<> Demonstrated knowledge of health and sanitation requirements

Authorized to work in the US for any employer

## Work Experience

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### **Warehouse, forklift driver**

NATIONAL EXCELSIOR

October 2017 to Present

#### 1. Shipping and receiving

- Cycle counts
- Picking order for customers, delivery's for customers
- Customer service, computer experience
- Loading and unloading trucks with products coming in
- Forklift driver experience with stand up forklift and a power forklift
- Rotating products, bin locations
- Shipping product through UPS and Speedee
- Palatalizing Products for delivers and shipments
- Taking orders on the phone.
- Tracking orders PO and transfers.

High School Diploma

Prescott High School

## Education

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### **High school or equivalent**

## Skills

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- Forklift stand up (3 years)

- Forklift Operator (3 years)
- Pallet Jack (3 years)
- Shipping (3 years)
- Warehouse (3 years)
- Inventory Control (3 years)
- Excel (3 years)
- Shipping And Receiving (3 years)
- Microsoft Word (3 years)
- Data Entry
- Computer Literacy

## Certifications and Licenses

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### **Certified Forklift Operator**

#### Assessments

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#### **Scheduling — Familiar**

November 2019

Cross-referencing agendas and itineraries to avoid scheduling conflicts.

Full results: [https://share.indeedassessments.com/share\\_assignment/o-ci-ocnbxepwdom](https://share.indeedassessments.com/share_assignment/o-ci-ocnbxepwdom)

#### **Warehouse Associate — Familiar**

November 2019

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

Full results: [https://share.indeedassessments.com/share\\_to\\_profile/0cf05830267df64bd1ed260c39959799eed53dc074545cb7](https://share.indeedassessments.com/share_to_profile/0cf05830267df64bd1ed260c39959799eed53dc074545cb7)

#### **Reliability — Completed**

July 2019

Tendency to be dependable and come to work.

Full results: [https://share.indeedassessments.com/share\\_to\\_profile/e33484baa13cc19a045d6fea510fc064eed53dc074545cb7](https://share.indeedassessments.com/share_to_profile/e33484baa13cc19a045d6fea510fc064eed53dc074545cb7)

#### **Attention to Detail — Completed**

January 2020

Identifying differences in materials, following instructions, and detecting details among distracting information.

Full results: [https://share.indeedassessments.com/share\\_to\\_profile/03c3d45c35b79769713e79ec40c32233eed53dc074545cb7](https://share.indeedassessments.com/share_to_profile/03c3d45c35b79769713e79ec40c32233eed53dc074545cb7)

#### **Forklift Safety — Familiar**

February 2020

Best practices and safety hazards in forklift operation.

Full results: [https://share.indeedassessments.com/share\\_to\\_profile/b824cb1808c9390c0bab0c7477d08f90eed53dc074545cb7](https://share.indeedassessments.com/share_to_profile/b824cb1808c9390c0bab0c7477d08f90eed53dc074545cb7)

## **Warehouse Shift Leader — Completed**

February 2020

Supervising warehouse staff and maintaining safety and security standards.

Full results: [https://share.indeedassessments.com/share\\_to\\_profile/f66b0161887e9e597863ed922f11f03eed53dc074545cb7](https://share.indeedassessments.com/share_to_profile/f66b0161887e9e597863ed922f11f03eed53dc074545cb7)

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