

# Savannah Bugg

Saint Paul, MN

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Authorized to work in the US for any employer

## WORK EXPERIENCE

### **Farm worker**

Qunniey Farms - Saint Paul, MN - June 2014 to June 2015

- Prepared and completed orders for delivery or pickup according to schedule (load, pack, wrap, label, ship).
- Performed inventory controls and keep quality standards high for audits
- Followed quality service standards and comply with procedures, rules and regulations.
- Communicated and cooperated with supervisors and coworkers.

### **Packer**

Diversified Personnel Services - Fort Atkinson, WI - March 2013 to May 2014

- Marked and labeled containers, container tags, or products, using marking tools.
- Examined and inspected containers, materials, and products in order to ensure that packing specifications are met.
- Recorded product, packaging, and order information on specified forms and records.
- Removed completed or defective products or materials, placing them on moving equipment such as conveyors or in specified areas such as loading docks.

### **Cashier/Cook**

Kentucky Fried Chicken - Forest Lake, MN - January 2013 to October 2013

- Received customers pleasantly, took their orders, transmitted to kitchen staff, served, and prepared bills.
- Adhered to the quality and work standards of the chain.
- Maintained cleanliness in the work stations.
- Assisted the other staff members in taking orders.

### **Staff on Site**

General Labor - Janesville, WI - February 2009 to September 2013

- Maintained inventory controls by collecting stock location orders and printing requests.
- Completed reports by entering required information.
- Prepared orders by processing requests and supply orders; pulling materials; packing boxes; placing orders in delivery area.
- Maintained safe and clean work environment by keeping shelves, pallet area, and workstations neat.

## ADDITIONAL INFORMATION

- Over 5 years of warehouse production experience
- Extremely productive in high volume, high stress environment
- Willing to work independently or as a team
- Excellent record of attendance and punctuality
- Able to communicate respectfully with both co-workers and clients