

# Shannon Pittman

## **WAREHOUSE PRODUCTION WORKER - XPO LOGISTICS**

Greeley, CO 80631

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404-647-3287

## Work Experience

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### **WAREHOUSE PRODUCTION WORKER**

XPO LOGISTICS

January 2018 to Present

- Assist shipping and receiving unloading trucks and checking in merchandise
- Prepares orders by processing requests and supply orders; pulling materials; packing boxes; placing orders in delivery area
- Sort and place materials or items on racks, shelves or in bins according to organizational standards
- Maintains inventory controls by collecting stock location orders, printing request, recording amounts of materials or items received or distributed through a computer. May also assist in counting of physical inventory
- Maintains safe and clean work environment by keeping shelves, pallet area, and work stations neat; Sweep, dust and mop. Organize warehouse and work area for orderliness always
- Wear the proper safety equipment

### **MACHINE OPERATOR**

AUTOMATION PERSONNEL TEMP SERVICE

June 2017 to January 2018

- Worked in a fast-paced, high-speed environment, follow standardized work and adhere to safe work practices in a continuous improvement environment
- Experienced in a manufacturing environment
- Performed necessary pre-operation activities to ensure proper equipment startup and operation on multiple pieces of equipment
- Operate/monitor multiple pieces of equipment during operation to ensure quality production and minimal unplanned stops
- Communicate with team members and support teams to ensure continuous production of the correct product at high quality levels with minimal wasted time and materials

### **LANDSCAPING & PROP BUILDER**

TYLER PERRY STUDIOS

January 2015 to June 2017

- Perform grounds keeping and building maintenance duties.
- Cut lawn using hand, power or riding mower and trim and edge around walks, flower beds, and walls.
- Landscape by planting flowers, grass, shrubs, and bushes.
- Apply pesticide to rid grounds of pests such as mosquitos, wasps, ticks, and others.
- Shovel snow from walkways and sprinkle ice down to keep people from falling.
- Perform routine maintenance duties such as applying plaster, fixing fountains, and other duties.

## Education

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DOUGLAS COUNTY HIGH SCHOOL - Douglasville, GA  
2009

## Skills

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Blueprints (Less than 1 year), Heavy Equipment (Less than 1 year), Read Blueprints (Less than 1 year), Schematics (Less than 1 year), Shipping Receiving, Order Puller, Picker Packer, Forklift, Warehouse Associate

## Certifications/Licenses

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### **Forklift Certified**

## Additional Information

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### SKILLS

- Experience as a Machine Operator
- Knowledge of Production Procedures
- Ability to Read Blueprints, Schematics and Manuals
- Analytical Skills
- Attention to Detail
- Teamwork
- Physical Stamina and Strength
- Handle Heavy Equipment
- Work Independently
- Multitask