

Staaysha Olson-Larsen

Wholesale Manager/Shipping assistant manager

Loveland, CO 80537

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970-402-3250

Work Experience

Wholesale Manager/Shipping Assistant Manager

Gulley Greenhouse - Fort Collins, CO

April 2017 to Present

- Delegate responsibilities and assign tasks to 12 employees under my supervision
- Oversee the pulling and preparing of plants for next day delivery
- Check all pulled plants for health, appearance and proper quantity
- Work with other department managers to achieve common corporate goals
- Train employees under my supervision to achieve production efficiency and quality
- Recognized and pulled plants ready for sale to area retail outlets
- Participated in the pre-shipment processing of product orders from area retail outlets
- Quality control in all aspects of order fulfillment process

Sales Associate

Harmony Gardens

May 2012 to August 2013

- Consulted with retail customers regarding plant purchases and display
- Advised retail customers on the proper care of their existing and proposed landscapes
- Quality control of plants; maintained health and appearance
- Operated cash register and POS system as needed

Sales Associate/Supervisor/Shipping

Gulley Greenhouse

March 2006 to June 2009

- Assisted customers in picking out appropriate products
- Maintained quality of products including trimming, cleaning and watering
- Assigned jobs to other employees as needed
- Designed and implemented retail product presentation and display platforms
- Received orders for plants to be collected for shipping and assembled them in transport area

Education

B.S. in Geology

Warner College of Natural Resources

2015

Colorado State University - Fort Collins, CO

Skills

Shipping (3 years), Management (2 years)

Additional Information

Relevant Skills

- Prepare orders for shipping
- Ensure all orders to be shipped are correct and of good quality
- Box product using LEAN flow technique and label boxes for FedEx
- Receive all incoming shipments
- Unpack and check incoming orders for quantity and quality