

# Stacy Brown

Clarksville, MI 48815

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6165405343

Organized. Intelligent. Dependable. Leader

Authorized to work in the US for any employer

## Work Experience

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### **Shipping and Receiving Clerk/Forklift Operator**

Lacks Trim Systems - Grand Rapids, MI

October 2012 to August 2018

Receiving-: Receive WIP product for production floor and locate into warehouse. Racks for final production. Finished good product

Shipping: Stage orders for shipments. Label finished goods.  
Load trailers for shipments. Some paperwork including ASNs.

Material handler: Pick and pass for production floor. Loading and unloading parts and finished goods from robots for/from production floor. Band, wrap, and label finished good product. Locate finished goods into warehouse.

Extra: Use of INTERTECH scanning inventory system.

Valid hi-lo license

Helped lead the relocation and organization of our WIP and finished goods warehouses when the company moved locations.

Trained new drivers on processes in both receiving and shipping.

### **Customer Service Representative**

Sears Air Duct & Carpet Cleaning - Grand Rapids, MI

January 2012 to September 2012

Answered phones, explained services and costs to customers as well as dealt with any customer complaints. Scheduled appointments for carpet and air duct cleaners in Michigan and Colorado.

### **Bartender**

Grattan Irish Pub - Belding, MI

March 2009 to November 2011

Mixed and served drinks and food to patrons. Maintained bar organization. Used POS system and cash register. Closing duties such as balancing registers, clean up, and re-stock.

\*Worked 12 years as a bartender/server throughout Mid Michigan:

Olivera's- Ionia, MI

Cascade Roadhouse- Cascade, MI

Harvard Bar- Harvard, MI

Victory Club, Lena Lou, Riverbend Bar & Grill- Ada, MI  
Kale's Corner- Grand Rapids, MI

### **Shipping and Receiving/ Material Handler**

Nordic Hot Tubs - Grand Rapids, MI  
January 1998 to January 1999

Packaged, and labeled parts for shipments. Inventory. Load and unload hot tubs on and off trailers.

## Education

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### **Associate in General Studies**

Grand Rapids Community College - Grand Rapids, MI  
January 2004 to April 2008

### **Associate in Arts with MACRO**

Grand Rapids Community College - Grand Rapids, MI  
January 2004 to April 2008

## Skills

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Forklift, Shipping, Warehouse Associate, Shipping Receiving, Microsoft Office, Trainer experience,  
Leadership skills, Specialize in organizational skills

## Certifications/Licenses

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**Hi lo license**