

Terry Thompson

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A skilled warehouse professional with over a decade of experience in optimizing logistics and ensuring the seamless flow of goods. Currently excelling as a Dock Worker at Harodite Industries, consistently exceeding customer expectations by efficiently managing truck loading, unloading, and order fulfillment. Demonstrated expertise in maintaining inventory accuracy, operating specialized equipment, and upholding a safe work environment. In the role of Warehouse Team Leader at Chatham Village Foods, led safety initiatives, coordinated shipping logistics, and maintained meticulous records, all while ensuring regulatory compliance. A dedicated, results-oriented warehouse expert with a proven track record of enhancing team performance and delivering operational excellence.

Work Experience

Shipper And Receiver

Harodite Industries

January 2018 to Present

- # Oversaw the comprehensive handling of incoming goods within the warehouse, proficiently managing truck loading, unloading, and the meticulous fulfillment of customer orders through precise picking, packing, and shipping procedures.

- # Assured the accuracy of inventory by meticulously cross-referencing received quantities with corresponding paperwork, skillfully orchestrating the seamless transition of products from the receiving area to their designated storage locations.

- # Proficiently operated an array of specialized equipment, including forklifts, pallet jacks, and various types of carts, to facilitate the smooth flow of warehouse operations.

- # Maintained the dock and its immediate vicinity in impeccable condition, diligently conducting daily equipment inspections and promptly reporting any maintenance needs, thereby upholding a safe and hazard-free work environment.

- # Executed warehouse responsibilities with unwavering commitment, encompassing the reception, transportation, and shipment of goods, all while adhering to established protocols and industry standards, consistently exceeding customer expectations.

Warehouse Team Leader

Chatham Village Foods - Wareham, MA

January 2008 to December 2018

- # Led the development of warehouse personnel by providing coaching and guidance, enhancing their proficiency in overseeing day-to-day and weekly operations, and delivering comprehensive training to forklift operators.

- # Assumed the role of Safety Committee Chair for the Safety Pilla, effectively orchestrating meeting logistics, and providing crucial support to other plant locations during staff shortages.

Orchestrated the coordination of UPS Shipping, meticulously oversaw monthly inventory management, maintained meticulous records and daily shipping logs for both inbound and outbound trucks, and efficiently scheduled product pickups.

Demonstrated exceptional responsibility in meticulously managing warehouse shipping records, innovatively designing safety-themed warehouse attire for the safety monitor program, and overseeing comprehensive

Cycle Counts for all products.

Spearheaded employee development within the warehouse environment, imparting essential knowledge of warehouse operations, safety protocols, and company policies, while steadfastly ensuring alignment with

OSHA regulations and internal safety directives.

Education

High school diploma

Skills

- # Forklift Operation
- # Material Inspection
- # Inventory Management
- # Organizational Skills
- # Quality Control
- # Deadline Adherence
- # Project Management
- # Warehouse Maintenance
- # Yard Maintenance
- # Shipping/Receiving
- # Damage Assessment
- # Documentation Skills
- # Direction Following
- # Independent Work
- # Goal Orientation
- # Forklift Certification
- # Material Allocation
- # Industrial Environment
- # Equipment Unpacking
- # Staging Inventory
- # Labeling for Shipment
- # Metal Distribution
- # Structural Handling
- # Daily Reporting
- #
- # Operate Forklift Equipment Safely: Proficiently and safely operate both large, 10,000lb forklifts and standard forklifts, ensuring compliance with forklift certification requirements to facilitate the secure handling of incoming materials.
- # Organize and Prioritize: Demonstrate strong organizational and prioritizing skills to efficiently manage material receipt, inspection, and allocation while meeting project deadlines.
- # Inspect and Report: Conduct thorough physical inspections of incoming equipment and materials, identifying missing or damaged components, visual defects, and accurately report findings on BOLs and packing lists.
- # Communicate Effectively: Effectively communicate by noting all deliveries in the Daily Receiving Log and promptly reporting incoming material to the Material Manager for proper allocation.
- # Maintain Facilities: Maintain a clean and organized warehouse interior, ensure tidiness in process/production areas, and perform daily trash removal. Additionally, police the grounds for trash and debris as needed in the

yard.

Certifications and Licenses

Forklift Certification