

Tiffany Williams

Macon, GA 31211

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Hardworking and punctual Warehouse Associate/ Machine operator, works in fast-paced, physically-demanding jobs while standing and moving for long hours. Physically fit and diligent with strong commitment to team and business success. Focused on exceeding productivity and service objectives every day.

Work Experience

Receiving Associate/ Parts Room

Blue Bird Corporation - Macon, GA

April 2022 to October 2022

Match up po numbers, put labels on the items

Associate Answer phone calls etc..

04/2022 - 10/2022

Organized storage areas to maximize movement and minimize labor.

Reviewed work orders to check correctness of deliveries.

Compared shipment contents with paperwork to support inventory accuracy and records management.

Maintained clean work area that adhered to strict safety standards.

Routed received merchandise to proper storage areas according to product specifications.

Operated forklifts, power jacks and other motorized equipment to locate and transport material.

Investigated inventory discrepancies to maintain recordkeeping validity.

Inspected and recorded incoming and outgoing orders for count, damage and dates.

Machine Operator

Gro-Green Solutions - Juliette, GA

October 2018 to March 2022

Use Rf scanners

Prepared machine for production processes by equipping with required tools and parts.

Documented daily production data and submitted accurate time logs to keep management up-to-date.

Monitored and observed production line to watch for pile-ups and jams.

Verified production orders prior to starting set-up.

Set up machines for various jobs to maintain compliance with manufacturing thresholds and waste reduction initiatives.

Organized pallets and secured materials with plastic wrap to prepare for movement to skids.

Placed finished products on skids and wrapped and transported to warehouse with forklift.

Utilized fastening equipment to fasten, package and stack materials and products.

Set up and operated production machinery according to specific standards and protocols of company.

Transporter

Walmart - Macon, GA

January 2016 to January 2018

the maintenance of fleet vehicles, keeping within the designated budget

01/2016 - 01/2018 and ensuring all vehicles used are fit for purpose and the customer experience is of a high standard

Ensuring transport staff deliver the service appropriate to the changing

needs of customers in line with relevant guidance and individual risk

assessments and Manage and develop a team of drivers and transport

assistants, who may be working remotely, either alone or in small teams, in order to deliver a high quality service to customers.

MACHINE/FORKLIFT OPERATOR

ACADEMY WAREHOUSE - Macon, GA

January 2010 to January 2014

Quality:

01/2010 - 01/2014 Ensure inbound and outbound shipments are accurate and free of damage

Report quality variances

Order Picking: Pull and prepare product for shipment, ensuring that the exact number and type of Product is loaded and shipped

Perform picking duties in an efficient manner that meets customer Service standards

Loading: Efficiently move product from staging and/or storage areas into rail cars or trailers

Equipment: Load, unload, move, stack, and stage product and materials using a forklift, clamp truck, or other power equipment

Use radio frequency equipment for picking, receiving, put away, and load functions, as required

Maintain the facility's equipment and materials in a neat, clean, and orderly Fashion.

Prepared machine for production processes by equipping with required tools and parts.

Monitored and observed production line to watch for pile-ups and jams.

Education

GED

Technical College - Macon, GA

December 2008

Skills

- Good customer service
- Handheld Scanners
- Ability to lift 50 pounds

- Cleaning and Sanitizing
- Time management
- Microsoft Office
- Machine operator
- Basic Mathematics
- RF Scanner
- Product and Materials Sorting
- Inventory control
- Materials Handling
- Stocking
- Packaging
- Forklift
- Order Picker
- Shipping & receiving
- Pallet Jack
- Problem-Solving
- Microsoft Word
- Order Checking
- Delivery Driver Experience
- Box and Container Packing
- Manufacturing
- Barcode Scanner Use
- Load & Unload
- Barcode Labeling
- Hospitality
- Warehouse Experience