



# WYLODEAN LEDBETTER- LYNCH

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Kankakee, IL 60901

## SUMMARY

Reliable individual and a committed team player willing to take on various duties to promote efficiency and accuracy.

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## SKILLS

- Computer skills
  - Communication skills
  - Walking and sitting for extended periods.
  - Lifting
  - Flexible schedule
  - Data entry
  - Boxing and labeling
  - Loading and unloading
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## EXPERIENCE

**Order Picker & Sortation** / Baker & Taylor - Momence, IL

6/2014 - 1/2026

- Used an RF scanner to pick items to their proper bins.
- Prepared products for shipping according to company specifications.
- Picked products from designated locations to fulfill customer orders.
- Operated all warehouse equipment in a safe manner.
- Monitored aisles and floor areas for neatness and organization to enable forklifts to effectively operate throughout warehouse.
- Picked products from designated locations using various tools and transferred to appropriate areas for further processing.
- Kept work areas clean, neat and organized for optimal productivity and worker safety.

**General Warehouse Associate** / Sears Logistics Services CDFC - Manteno, IL

10/2013 - 12/2013

- Unloaded merchandise from delivery trucks.
  - Used an RF scanner to pick items to their proper bins.
  - Prepared products for shipping according to company specifications.
  - Added key data for each package into the company's computer system.
  - Operated powered lift trucks, floor sweepers, pallet jacks and forklifts safely and with a 0% incident rate.
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## EDUCATION AND TRAINING

Tennessee State University - Nashville, TN

5/2012

**BBA:** Supply Chain Management

- Dean's List Honoree