

Angelique Harman

Material Handler

Racine, WI 53404

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(262)822-6968

Responsible Material Handler familiar with correct storage procedures and safety practices. Skilled at using equipment such as forklifts on a daily basis. Looking for a long-term role in a fast-paced environment.

Work Experience

Lead Material Handler

Meggitt - Simi Valley, CA

March 2019 to June 2019

Utilized the SAP system to manage inventory and cycle counts. Maintained the flow of kitted jobs being built to keep production flowing. Generated packsliips for shipping out parts to customers. Packaged and properly labeled parts for shipment. Trained new material handlers in multiple areas of production. Worked with management to resolve issues and discrepancies.

Crib Attendant

Vallen Distribution - Sturtevant, WI

November 2015 to January 2019

Excelled at kitting jobs and distributing parts and supplies to customers in a quick and timely manner. Manually issued/returned parts into a centralized database(SAP)
Reconciled daily inventory for 150-200 SKUs
Received and put away stock using excel spreadsheets to record any inventory discrepancies

Shift Lead Custodian

SBM - Kenosha, WI

May 2015 to November 2015

Plan and prepare employee work schedules.
Inspect work performed to ensure that it meets specifications and established standards.
Perform or assist with cleaning duties as necessary.
Inspect and evaluate the physical condition of facilities to determine the type of work required.
Investigate complaints about service and equipment, and take corrective action.

Crib Attendant

Industrial Distribution Group - Sturtevant, WI

December 2013 to May 2015

Receive and count stock items, and record data manually into a centralized database(SAP)
Pack and unpack items to be stocked on shelves in stockroom, storage bay, and motor room.

Verify inventory computations by comparing them to physical counts of stock, and investigate discrepancies or adjust errors.

Store items in an orderly and accessible manner using the FIFO procedure.

Mark stock items using identification tags or other labeling equipment.

Issue or distribute materials, products, parts, and supplies to customers.

Custodian

SBM - Sturtevant, WI

March 2013 to December 2013

Service, clean, or supply restrooms.

Gather and empty trash.

Clean building floors by sweeping, mopping, scrubbing, or vacuuming.

Clean laboratory equipment, such as glassware or metal instruments, using solvents, brushes, rags, or power cleaning equipment.

Clean windows, glass partitions, or mirrors, using soapy water or other cleaners, sponges, or squeegees.

Dust furniture, walls, machines, or equipment.

Assistant Manager

Subway Restaurant - Racine, WI

September 2007 to February 2013

Counted money and made bank deposits.

Delivered excellent customer service by greeting and assisting each customer.

Addressed customer inquiries and resolved complaints.

Stocked and restocked inventory when shipments were received.

Reorganized the sales floor to meet company demands.

Directed and supervised employees engaged in sales, inventory-taking and reconciling cash receipts.

Trained staff to deliver outstanding customer service.

Education

High School Diploma

Gateway Technical College - Racine, WI

August 2012

Skills

Inventory control, Customer service, Data entry, Organizational skills, Detail-oriented, Team player, Forklift, Pallet Jack, Microsoft Office, SAP ERP