

Summer Mitchell
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Profile

Dependable and high-energy warehouse worker with 10+ years of experience, including eight years as a certified forklift operator and three years as a shift manager who supervises over 120 employees. Highly reliable, taking an average of less than five sick days per year.

Professional Experience

Warehouse Shift Manager, Chewy, Inc., Sparks, NV

May 2017 – Present

- Supervise and monitor over 120 warehouse workers during the 3 p.m. to 11 p.m. shift
- Maintain detailed records of shipments and deliveries during assigned shifts
- Identify opportunities for streamlining and improvement
- Process all paperwork relating to customer orders, including invoices

Forklift Operator, ACE Hardware, Carson City, NV

November 2012 – May 2017

- Operated heavy machinery such as forklifts and cherry pickers to move materials from receiving and storage to the production floor
- Performed pre- and post-inspections of equipment to ensure safety
- Took fewer than five sick days annually, on average
- Maintained detailed documentation and developed professional reports

Warehouse Associate - Sorter, Safeway Corp., Reno, NV

August 2009 – October 2011

- Used a voice-controlled system to select full-case products using powered pallet jacks
- Palletized cases and prepared pallets to ship to stores
- Worked 12-hour shifts at high energy while standing, walking, bending 90% of the time
- Shrink-wrapped store orders

Education

High School Diploma

GEORGE WHITTEL HIGH SCHOOL Zephyr Cove, NV, 2009

Key Skills

- Team player
- Communication
- Heavy machine operation
- Efficient
- Record keeping

Certifications

- Forklift Operator Certification, OSHA, 2011