

Elena Ivy
(123) 456-7890
youremail@example.com
212 Green Ave, Sioux Falls, SD 77889

Profile

Recent high school graduate who completed vocational high school pilot program in supply chain business. Fluent in not Spanish and English and now a college student pursuing an associate degree in business.

Key Skills/Knowledge Areas

- Voice-activated headsets
- Product packing
- Label creation
- Fluent in English and Spanish
- Warehouse safety

Education

Associate of Business in Supply Chain Management

STRAYER UNIVERSITY Online, Expected May 2021

High School Diploma,

SIoux FALLS HIGH SCHOOL Sioux Falls, SD, May 2019

Relevant Courses

Completed the Supply Chain Vocational program, which included training in a mock warehouse as well as these classes:

- Intro to Supply Chain Business
- ForkLift and Heavy Machine Operation
- Identification and Distribution
- Warehouse Logistics and Safety

Professional Experience

Part-Time Warehouse Worker, United Parcel Service, Sioux Falls. SD

July 2020 – Present

- Lift, lower, and slide packages weighing up to 70 lbs in a fast-paced environment
- Provide movement of packages, documents, dangerous goods, and/or supply support in a timely, safe, and efficient manner through effective scan/load methods
- Named “Warehouse Employee of the Month’ in October 2019 and June 2020 for “exceptional productivity rates” and “great attitude”
- Volunteered for overnight shifts when the company was unexpectedly short on staff for six weeks