

Terrence M. Sproule

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Meticulous, safety-focused Inventory Control Clerk with extensive experience monitoring and maintaining inventory in a retail environment. Adept at collaborating with crew members and management to ensure optimal organizational setups. Skilled in serving customers with courtesy and professionalism. Familiar with performing data entry and using data management software. Able to lift objects of 50 lbs. or more.

Education

High School Diploma

General Education Diploma,
Salem, OR, 2018

Key Skills

- Teamwork
- Attention to detail
- Coordination and organizational skills
- Record keeping
- Customer service

Professional Experience

Grocery Clerk

Safeway, Salem, OR | January 2019 – Present

- Greets and assists customers with locating products
- Processes customers special orders
- Assists with creating and maintaining shopping displays
- Unloads, unpacks, and stocks goods in the backroom
- Enters goods received, checks invoices for approval, and prepares documentation for return goods

Grocery Clerk

Grocery Outlet, Salem, OR | March 2017 – December 2018

- Greeted customers and answered their questions
- Assisted with stocking freezer, dairy, and produce departments
- Checked products for freshness and expiration dates and reported defects and damage to the supervisor
- Cleaned and sanitized shelves, cases, and floors of sales area and stock room
- Earned "Employee of the Month" multiple times for consistently neat stocking and teamwork