

Tammy Cole

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Diligent and hard-working candidate ready to contribute solid effort as team member. Thorough and highly organized with excellent communication skills. Reliable worker with strong work ethic. Industrious Forklift Operator trained in all aspects of shipment inspections and transportation. Versed in using scanners and warehouse management systems (WMS) to promote safe and on-time shipment and delivery. Strong and robust individual comfortable lifting up to [Number] pounds and operating all job-related equipment such as shrink wrap machines. Safety-oriented Forklift Operator knowledgeable about proper handling of heavy machinery, pallet jacks, cherry pickers and forklifts. Works well independently and as part of team. Excellent interpersonal communication skills. Hardworking Forklift Operator with advanced mechanical aptitude and problem solving skills. Efficient and organized worker possessing strong work ethic and drive to exceed goals. Certified in [Area of certification] paired with [Number] years of hands-on experience handling warehouse duties. Dedicated [Industry] professional with history of meeting company goals utilizing consistent and organized practices. Skilled in working under pressure and adapting to new situations and challenges to best enhance the organizational brand.

Work Experience

Warehouse Worker/Forklift Operator

Tennessee Eastman

April 2022 to Present

Stocking, storing, labeling, picking, packing and distribution of all materials and supplies; performs inventory of warehouse materials

Enforces policies for proper receipt, storage and distribution of materials; reviews invoices. Operates a forklift, pallet jack and other warehouse equipment

Ensures all safety rules are strictly observed. Follows company policies and procedures

Performs related duties as required

ADDITIONAL RESPONSIBILITIES: Ability to organize and control inventoried items Perform general housekeeping duties as required

7 warehouse and forklift month of Pallet Jack, Forklift operating experience

Doffer and Taps Inspection forklift operations for 7 years

Cashier, Customer Service And Stocker

Walmart Market - Kingsport, TN

January 2021 to December 2021

Operated cash register for cash, check and credit card transactions with excellent accuracy levels.

Worked flexible schedule and extra shifts to meet business needs.

Helped customers complete purchases, locate items and join reward programs.

Restocked and organized merchandise in front lanes.

Answered questions about store policies and addressed customer concerns.

Worked closely with shift manager to solve problems and handle customer concerns.

Operate Stacker Equipment

Partners Industrial - Kingsport, TN, US

March 2014 to January 2021

Kingsport, TN

Dopper

Doffing yarn daily yarn inspection cutting waste Tap operation and inspection forklift operation for 7 years

Polymers employees collect samples and submit those samples to the lab for analysis, operate stacker equipment for the loading and unloading of the supply trailer, and assemble Gaylord boxes

Polymers employees must be able to work independently and have basic computer skills

Candidates should be able to read and write proficiently and have excellent communication skills

Applicant must have attention to detail, safety top of mind, and the ability to learn in a fast paced environment

A positive attitude and strong work ethic are encourage

Liaison

Housekeeping and Laundry Attendant

Wel-mont

February 1990 to February 2013

Responsible for housekeeping task cleaning and defective of patient room and medical equipment responsible for biweekly schedules for housekeeping Responsible for Patient transporting scheduling responsible For Answering cars for security responsible for watching I'll security cameras

Completed pre-cleaning duties by setting up cleaning carts with fresh linens, cleaning supplies and requested guest supplies.

Replaced used towels and other bathroom amenities such as shampoo, paper towels and soap.

Disposed of trash and recyclables each day to avoid waste buildup.

Sanitized all kitchen surfaces, wiped down cabinets and swept and mopped floors

Operated wet-vacuums, buffing machines, vacuums and upholstery cleaners to clean rugs, carpets and upholstered furniture.

Education

High school diploma in General Studies

September 1985

Skills

- Quality Inspection (3 years)
 - Quality Assurance
 - Assembly (6 years)
 - Quality Control
 - Time Management (4 years)
 - Materials Handling (7 years)
 - Pallet Jack (7 years)
 - Order Picker
 - Forklift (7 years)
 - Shipping & Receiving (7 years)
 - Order Picking (7 years) (2 years)
- Buffing

- RF Scanner
- Cashiering (2 years)