

Carcious Linzer

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Professional Summary

Ability to lift [Number] pounds and operate job-related equipment such as [Type] and [Type] equipment.

Pallet jacks and forklifts are among the heavy equipment that can be operated.

Efficient [Job Title] with skills in [Skill] and [Skill].

When it comes to quickly evaluating items, wrapping them in protective materials, loading them into the truck, and arranging them by weight and dimensions, efficiency is key.

Dedicated team player and quick learner looking for a position as a database administrator with a forward-thinking company.

Customer-focused and high-energy team member with experience in customer relationship management, conflict resolution, safety protocol, regulatory compliance, and time management.

Reliable

Multi-tasking and self-motivated leader with experience expanding network connections, persuading customers to buy products, implementing pricing models, inventory control and projections, distributor relations, territory development, and uncovering customer needs in order to deliver solutions.

Extremely results-oriented and proactive problem solver looking for a management or supervisory position with a progressive organization.

To drive profitability and growth, skilled operations manager with solid experience managing all levels of multiple projects, including budgeting, inventory control, and administration.

Professional with [Area of expertise] and [Area of expertise] expertise.

Follow written or verbal instructions to move, store, and package [Industry] materials efficiently.

Experience

Driven

Outstanding

Motivated individual.

Focused on customer service

Working efficiently, correctly, and quickly is a strength.

Customer service is a priority.

Deadline-oriented

Consistent

Known for being able to complete tasks and job responsibilities quickly and with little supervision.

Team player who is quick to communicate problems and collaborate with others to solve them.

Responsible

Gifted

Talented

Professional in customer-focused management with experience identifying issues and implementing solutions.

Multi-task-oriented

Flexible

I stayed motivated to finish jobs on time.

Customer relationship management, supply and demand planning, time management, and program management are among the skillsets of this adaptable and focused team player.

Demonstrated ability to work effectively in both team and solo settings.

Leadership skills that have been demonstrated to drive enterprise optimization goals and improve organizational operations.

Hands-on

Skills

- | | |
|-----------------------|-------------------------|
| • Labeling and boxing | • Package unloading |
| • Business Strategy | • Safety and compliance |
| • Inventorying | • Forklift operations |
| • Box lifting | • OSHA compliant |
| • Material stacking | • Logging paperwork |

Education

2014	Real Estate License - Real Estate - Burk Baker School of Real Estate & Appraising - Lafayette, LA
2007	High School - Cornerstone Christian Correspondence School - Townsend, GA

Work History

2/22 to Present

Package Handler – FedEx Ground – Greenwood, IN

- Discussed potential hazards and other issues with teammates and supervisors so that we could resolve them together.
- Used [Equipment Name] and [Equipment Name] as well as hand tools and loading equipment.
- Immediately informed the purchasing team of any missing or damaged items when unloading and receiving.
- Organized efficient daily work plans based on oral and written instructions to meet challenging objectives.
- Kept company inventory safe and secure by organizing and securing storage areas.
- Gained a thorough understanding of each shift's responsibilities and job tasks, prioritizing those that needed to be completed right away.
- Filled voids in boxes and arranged items to fit properly based on size, dimensions, and weight.
- Removed debris and hazardous materials from the [Type] area to avoid contaminating [Type] and [Type] items.
- Loaded completed orders onto pallets using delivery numbers as a guide.
- Used scanners to keep track of parcel details like condition and receipt.
- Arranged the items in order of their final destination.
- Paid close attention to gain a thorough understanding of the duties required for each shift, completing priority tasks first during team meetings.
- Moved, picked, and put away products using forklifts and pallet jacks.
- Got better.
- Kept track of everything.
- Cleared jams and unblocked the conveyor system to keep the goods flowing.
- Kept storage areas organized, clean, and secure to fully protect company assets.
- Palletized boxes to make moving and shipping easier.
- Used handheld scanners and physical logs to keep track of item movements.
- Double-checked that packages were properly sealed.
- Loaded, unloaded, and sorted cargo as part of accurate and efficient [Timeframe] shipments.
- Helped load delivery trucks with ready-to-deliver packages.
- Labeled packages according to the work orders' instructions.
- Planned daily work strategies and followed oral and written instructions to move and ship products correctly.

6/22 to 12/22

Dock Worker/Forklifting – Dayton Freight – Indianapolis – Greenwood, IN

- Kept the warehouse clean and organized to maximize team efficiency and productivity.
- Double-checked the quantity and description of the materials received by comparing them to the packing list.
- Wrapped them in cling film, padded blankets, and tape to protect items from damage.
- Used [Type] equipment to transport [Type] and [Type] items safely, avoiding accidents and mishaps.
- Planned daily work strategies and followed oral and written instructions to move and ship products correctly.
- Assisted [Job title] with [Task], developing new skills in [Skill] and [Skill] while increasing warehouse efficiency during busy periods.
- Used a utility dolly and a truck ramp to move furniture and boxes.
- Checked inbound and outbound shipments for accuracy and to avoid mistakes.
- Made supervisors and coworkers aware of potential hazards and other issues so that they could be resolved quickly.
- Shipped materials and assisted with boxing, packing, labeling, and document preparation.
- Used handheld devices and computers to track inventory levels and completed audits to find and correct inaccuracies.
- Removed debris and hazardous materials from the [Type] area to avoid contaminating [Type] and [Type] items.
- Used handheld scanners and physical logs to keep track of item movements.
- Immediately informed the purchasing team of any missing or damaged items when unloading and receiving.
- Promptly responded to all supervisory questions about the job and provided updates on expected task completion times.
- Cleaned floors, emptied aisles of debris, and rearranged inventory to create a tidy and obstacle-free warehouse floor.

12/19 to 2/22

Team Lead Merchandiser – WTG – North Wilkesboro, NC

- Solved [Type] issues, improved operations, and provided excellent customer service.
- Used established planograms to arrange consistent shelves, bins, and racks at [Number] locations.
- Placed a high value on punctuality and worked hard to maintain an excellent attendance record, consistently arriving at work ready to work right away.
- Kept track of display inventory, replenished it, and reorganized it based on available stock.
- Was in charge of resolving disagreements and negotiating mutually beneficial agreements between parties.
- Improved the overall appearance of the store by paying close attention to product and display placement.
- Collaborated with managers and advertising directors to optimize promotions.
- Taught employees how to coordinate clothing racks and related displays in order to increase the effectiveness of promotions.
- Updated the floor plan for the [Number] square foot facility to better present products to customers.
- Devised a merchandising strategy to effectively move excess inventory.
- Had an excellent attendance record and was always on time for work.
- Finished seasonal windows, dressed mannequins, and set up in-store displays to highlight available merchandise.
- Oversaw a team of up to [Number] merchandising employees and ensured that company standards were followed.

5/16 to 11/18

Traveling Merchandiser – Spar – Auburn Hills, MI

- Finished seasonal windows, dressed mannequins, and set up in-store displays to highlight available merchandise.
- Was in charge of creating aesthetically pleasing displays to highlight company products and boost sales.
- Kept track of display inventory, replenished it, and reorganized it based on available stock.
- Had an excellent attendance record and was always on time for work.
- Taught employees how to coordinate clothing racks and related displays in order to increase the effectiveness of promotions.
- Devised a merchandising strategy to effectively move excess inventory.
- Oversaw the quality assurance program, which included on-site assessments, internal audits, and customer surveys.
- Answered [Number] calls per [Timeframe] to help customers with their questions and concerns.
- Updated the floor plan for the [Number] square foot facility to better present products to customers.
- Checked the quality of the merchandise and set up a proper display area on the floor.

6/13 to 11/19

Caregiver – Right at Home – Lafayette, LA

- Increased patient satisfaction by assisting people with personal tasks like dressing and walking.
- Developed strong bonds with clients in order to provide emotional support and companionship.
- Changed dressings, bandages, and binders to maintain proper healing and sanitary measures.
- Assisted clients with daily living needs such as bathing and personal grooming to maintain self-esteem and general wellness.
- Used my knowledge of mobility assistance to safely ambulate patients through various spaces with varying elevations and obstacles.
- Assisted patients with daily activities such as dressing, grooming, bathing, and toileting.
- Kept them mentally alert by entertaining, conversing, and reading aloud to patients.
- Arranged transportation for patients and accompanied them to doctor's appointments or errands.
- Planned, prepared, and served meals and snacks that adhered to strict dietary guidelines.
- Provided safe mobility assistance to patients in both private and public spaces.
- Provided social support to individuals by transporting them to events and activities, as well as medical appointments and shopping trips.
- Kept the house clean and well-stocked, ran errands, managed laundry, and went grocery shopping once a week.
- Contribute to a positive living environment in order to improve the quality of life of my clients.
- Helped residents with their bowel and bladder movements.
- Made appointments for clients and accompanied them to them.
- Helped residents with their daily hygiene routines, such as dental and mouth care, bathing, and hair care.
- Took vital signs such as temperature, blood pressure, pulse, and respiration rate as directed by medical or nursing staff.
- Helped patients with their personal needs, such as keeping spaces clean and assisting with grooming.
- Worked with [Job title] to evaluate cases and improve care.
- Changed the bed linens and made sure the residents were comfortable.
- Plan and participate in activities such as games, crafts, reading, and exercise.
- Remained alert to client problems or health issues and responded competently.

1/15 to 10/17

Realtor – Cachet Real Estate – Lafayette, LA

Accomplishments

- Collaborated with team of [Number] in the development of [Project name].
 - Supervised team of [Number] staff members.
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Certifications

- First Aid/CPR Certified

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