

TYREE WILLIAMS

1021 E. 74th St.
Los Angeles, CA 90001
Telephone: (323) 396-4367
Email: TyWill7721@gmail.com

SUMMARY OF SKILLS

- Warehouseman with more than 15 years experience
- Proficient in Microsoft Office
- Clean driving record with class C license
- Forklift Certification
- Excellent team player, as well as able to work effectively on individual assignments
- Quick learner and follows directions well
- Organized and self-motivated

PROFESSIONAL EXPERIENCE

Warehouse

- Performed warehouse duties; over 15 years' experience
- Supervised team of up to 10 workers on various assignments
- Operated forklifts, such as sit down, clamp, cherry, stand-up and reach
- Assisted with the shipping and receiving of merchandise
- Loaded and unloaded freight and delivery trucks
- Stocked goods in assigned areas
- Inventoried product shipments for quality and quantity
- Attached barcodes, labeled products and shipping boxes, prepared orders
- Reported to management any problem areas

Food Service

- Served as assistant cook
- Prepared food
- Operated as line server
- Washed dishes and bused tables

Customer Service

- Effective closer for company resources used by clients, with 90% success rate
- Performed cold calls in telemarketing department
- Received incoming calls from company clients interested in real estate advertisements
- Excellent in communication and social skills

EMPLOYMENT HISTORY

General Laborer, Chrysalis Enterprise
Warehouseman, *State of California*
Customer Service Representative, *Consumer Resource Network*

Los Angeles, CA
Delano, CA
Inglewood, CA

EDUCATION AND TRAINING

Kern Valley Education, *GED*
Coastline Community College, courses in *Small Business and Counseling*

Delano, CA
Fountain Valley, CA