

Christopher Mair

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Professional Summary

A position of challenge and service professional Warehouse Receiver or Dock Shipper. I am a committed, customer service-oriented professional offering years of diversified experience. Excellent communication and problem-solving skills. Dedicated to achieving customer satisfaction as well as meeting or surpassing company expectations.

Summary of Qualification

- Provided a high level of customer service and client relations based on outstanding communication and interpersonal skills.
- Recognized for long hours, commitment to customers, and attention to detail, professionalism, and follow-up.
- Performed follow-up customer satisfaction reviews to identify opportunities to improve services or procedures.

Special Skills

• Inventory	• Customer Service	• Repair	• Custodial
• Shipping & Receiving	• Home Maintenance	• Laborer	• Forklift

Experience

February 2017 to Present – Donation Attendant, Goodwill Industries, Concord, CA

- Carried and hand trucked supplies to work stations and/or loading zones
- Loaded and unloaded to and from designated storage areas, such as racks and shelves, vehicles, and trucks
- Wrapping and recorded number of units handled and moved, using daily production sheet and work tickets
- Installed protective devices, such as bracing, padding and strapping, to prevent shifting and damage to items being transported to stores

June 2016 to January 2017 – Repair & Recycling Associate, Salvation Army, Oakland, CA

- Sort merchandise/donations for quality, move to appropriate locations throughout warehouse
- Pull stock for shipment orders, prepare pallets for shipment
- Truck assistant: donation pickup and customer service on schedule routes
- Conduct order reconciliation using electronic/computerized equipment or bills of lading for stock control and order discrepancy

June 2015 to July 2016 – Forklift Operator, Terminal Transfer Inc., Portland, OR

- Ship and receive freight, pick and pull stock using forklift
- conduct order reconciliation using electronic /computerized equipment or bills of lading for stock control and order discrepancy
- Organize stocks and enter details of inventories into the warehouse management system
- Resolve common issues or discrepancies on that may arise

Schedule delivery of goods in coordination with the logistics department

December 2011 to December 2014 – Retail Associate, Martinez Bait & Tackle, Martinez, CA

- Kept the records of all bait sold and order
- Over four years of experience working in diverse retail sales and customer service environments.
- Skilled in areas of order processing, inventory control, and cashier management.
- Maintain excellent customer service skills and a proven record as a top sales performer.
- Hardworking, energetic, and reliable; recognized for assuming additional responsibilities.

Dishwasher Test

Score / 10

C

1) After washing your hands, which item should be used to dry them?

- Clean apron
- Sanitized wiping cloth
- Single use paper towel
- Common used cloth

C

2) While washing dishes by hand, which item should you wear?

- Cutting glove
- Oven Mitt
- Rubber glove
- Nothing

d

3) When should you wash your hands?

- Before you start work
- After handling non-food items (garbage, money, cleaning chemicals)
- After using the restroom
- All of the above

A

4) If you need to move a heavy load, you should PULL and not PUSH the object.

- True
- False

C

5) Which of the following could you be at risk for getting burned from?

- Steam from boiling pots
- Hot liquids (coffee, soup, tea)
- Hot equipment (ovens, pots, chafing dishes)
- Harsh chemicals
- All of the above

A

6) All work-related injuries, accidents or illnesses should be reported immediately to the supervisor on duty.

- True
- False

C

7) What should you do if you spill liquids or see a liquid spill?

- Leave it for someone else to clean-up
- Wait until the end of your shift to clean it
- Flag the spill and clean it immediately
- Not sure

C

8) When handling hot items you should?

- Wear rubber gloves
- No need to wear anything
- Use an oven mitt or dry cloth towel
- Nothing

A

9) If you are using a three-compartment sink for cleaning and sanitizing, the second sink is used for?

- Rinsing
- Scraping
- Washing
- Sanitizing

b

10) What is the proper method for cleaning and sanitizing stationary equipment?

- Spray with a strong cleaning solution and wipe with a sanitized cloth
- Spray with a sanitizing solution, then rinse with clean water and dry
- Wash and rinse, then wipe or spray with a chemical-sanitizing solution
- Brush off loose soil with a clean cloth, then wipe with a sanitizing solution