

PROFESSIONAL SUMMARY

Detail-oriented and reliable stocking associate with experience in retail stocking and inventory management. Skilled in organizing products, labeling shelves, and maintaining stockroom efficiency. Eager to contribute to Home Depot’s operations by ensuring a well-organized and accessible inventory that enhances customer satisfaction and store performance.

EDUCATION

High School Diploma

Austin High School / Graduated: May 2021

Certifications

- Warehouse Safety Certification, February 2023
- Forklift Certification, June 2022

Professional Development

- Customer Service Excellence Training- , Home Depot – February 2023
- Advanced Forklift Operation & Safety Course, National Safety Council – December 2022
- Inventory Management Techniques Workshop, Retail Training Academy – September 2022

SKILLS

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|---|--------|
| Strong organizational abilities | Expert |
| Expertise in pallet jack operation | Expert |
| Inventory tracking | Expert |
| Product labeling | Expert |
| Excellent teamwork | Expert |
| Basic knowledge of retail management software | Expert |

HOBBIES

- DIY Projects
- Fitness
- Gardening

EXPERIENCE



2023 - Now

Stocking Associate

Home Depot / Austin, TX

- Assist with regular inventory counts, reporting any discrepancies to management.
- Operate forklifts and pallet jacks to move heavy merchandise to designated storage locations safely.
- Help maintain the stockroom by organizing products, removing expired items, and ensuring proper labeling.
- Collaborate with associates to complete inventory replenishment tasks efficiently and on time.



2021 - 2022

Retail Stock Clerk

Walmart / Austin, TX

- Stocked shelves and bins, ensuring adherence to store product and display guidelines.
- Assisted in unloading trucks and sorting merchandise by category, increasing efficiency in daily operations.
- Provided customer assistance, offering product knowledge and locating items for shoppers.