

# Chase Williams

Cedar Hill, TX 75104

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214-518-5456

## Professional Summary

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I am an eager individual who enjoys working with people. I am a motivated leader with a strong work ethic. I can work in a team environment or as an individual contributor. I am ready to approach any challenge I may face, leading to the ultimate goal of achievement. I currently have nine years of solid work experience with customer service as my focal point. I am pursuing a challenging career that provides growth and stability within a thriving organization.

## Work Experience

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### **Security Officer**

Adm security-Addison, TX

January 2023 to Present

Allied universal security (01/22-present)

Ark3ps - security officer for residential

Dallas, Texas

- Patrolling: Securing and patrolling the area
- Monitoring: Checking surveillance cameras and access points for suspicious activity or unlawful acts
- Controlling entry: Authorizing or prohibiting entry of people and vehicles, and checking visitors in and out
- Responding to emergencies: Investigating and responding to alarms and other security threats
- Maintaining order: Directing traffic and removing trespassers
- Protecting assets: Guarding valuables and ensuring compliance with government regulations
- Documenting: Keeping incident reports and recording observations, information, and surveillance activities
- Assisting others: Providing assistance to people in need
- Following procedures: Complying with legal requirements and following procedures for fire prevention, traffic control, and accident investigations

### **Warehouse Manager/Supervisor**

Pink dreams llc-Duncanville, TX

March 2010 to August 2024

- Completed daily food deliveries to applicable feeding sites
- Ensured all deliveries were accurate and delivered on time
- Collected required paperwork from certain feeding sites and approved for accuracy
- Pulled, packed, staged convert orders for shipment using computer generated work order or verbal instructions from supervisor
- Packaged material for shipment according to shipping requirements and/or customer specified instructions
- Loaded and unloaded trucks ensuring that proper safety is adhered to and truck is chocked or otherwise secured before attempting assignments

- Serviced feeding sites daily
- Ensured food count is correct for the total number of children being fed daily
- Kept inventory of food supplies stocked in the warehouse

## Education

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### **Coursework towards degree in Engineering**

Grambling State University - Grambling, LA

### **High School Diploma**

Cedar Hill High School - Cedar Hill, TX

## Skills

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- English
- Warehouse experience
- Organizational skills
- Microsoft Office
- Leadership
- Computer literacy
- Supervising experience
- Microsoft Excel

## Certifications and Licenses

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### **Guard Card**

### **Baton Permit**