

Courtney Johnson

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Work Experience

Material Handler

Wolfspeed-Durham, NC

March 2021 to Present

Quick receive and check out and pick order for customer with mp2 and oracle also helping with keeping workplace safe and clean

Delivery Driver

Door Dash-Raleigh, NC

November 2020 to Present

- Delivered food for local restaurants in Raleigh and surrounding cities
- Completed on time deliveries by choosing the best and most efficient routes
- Load vehicle and properly secure items for transportation

Order Picker

Unc health wearhouse (temp) (part time)-Morrisville, NC

March 2023 to December 2023

Picking orders

Housekeeping Supervisor

SMO at Wake Tech (part time)-Raleigh, NC

July 2020 to May 2023

- Supervised and facilities and grounds safe and in compliance with state, county and city codes
- Cleaned and maintained floors (sweeping, mopping, vacuuming, waxing, stripping, buffing and polishing)
- Assisted with seasonal painting projects and loading/unloading of donated food, clothing and other goods.
- Ensured accurate inventory and timely restocking of janitorial closet

Order Picker

ADUSA Transportation (Food Lion Distribution)-Butner, NC

April 2022 to January 2023

Picking orders in freezer

Sales

Sears Home Services-Raleigh-Durham, NC

February 2021 to May 2022

Supervisor of Clean air ducts and sell uv lights

Order Picker

Pergo Flooring-Garner, NC

November 2017 to November 2020

- Picked orders according to pick sheet along with logging all items accurately
- Prepared packaging, including wrapping, padding, and boxing merchandise
- Verified paperwork against item selection to confirm accuracy
- Loaded inventory on shipping trucks

Housekeeping/sales

O2 fitness-Raleigh, NC

November 2017 to November 2020

Part time housekeeping and sales rep supervisor

Warehouse Associate

Crystal Window & Flooring-Flushing, NY

May 2012 to November 2017

- Assisted with shipping and receiving, unloading trucks, and checking in merchandise
- Packed or unpacked items to be stocked on shelves in stockrooms and/or onsite storage units
- Counted inventory items and recorded the data manually or electronically
- Maintained a safe and clean work environment by keeping shelves, pallet area, workstations neat and clean (sweep ,dust, mop)
- Regularly lifted and/or moved objects 10-50lbs occasionally lift and/or move objects that weigh 100 lbs.

Assistant manager

Burger King-Brooklyn, NY

March 2007 to December 2008

Perp food take orders work cashier clean store help management

Education

Lehman High School-Bronx, NY

Skills

- Problem solving
- Nightclub
- Production Line Operations
- Mechanical knowledge
- Time management
- Restaurant experience
- Restaurant management
- Quality control
- Order fulfillment
- Warehouse Experience

- Writing skills
- Custodial experience
- Organizational skills (8 years)
- Live chat
- Salesforce
- Forklift
- Phone etiquette
- Microsoft Word
- Load & Unload
- Order Picker
- Pricing
- CGMP (4 years)
- Store management
- Retail management (2 years)
- Wine knowledge
- Groundskeeping
- Landscaping (3 years)
- Employee relations
- Direct sales
- Concrete (2 years)
- Communication
- Inventory counting
- HVAC sales
- Production planning
- Guest services
- Customer service
- Heavy Lifting
- RF scanner (4 years)
- Drywall
- Budgeting
- Microsoft Outlook
- Retail sales
- Multitasking
- Soldering
- Adaptability
- Gym
- Operations management (2 years)
- Materials Handling
- Pallet Jack Operation
- Hand tools

- Field sales
- Contracts
- Multichannel marketing
- Leadership
- Cold calling
- Mentoring
- Factory
- Computer skills
- Power tools
- Office experience
- Construction
- B2B sales
- Service technician experience
- 5G
- Buffing
- Communication skills
- Self-direction
- Boom lift
- Workday
- Microsoft Outlook Calendar
- Oracle
- POS
- Fitness sales
- Renovation
- Serving
- Heavy lifting
- Floor buffing
- Business management (5 years)
- Sales
- Load & unload
- Employment & labor law
- Email marketing
- Cash handling
- Interpersonal skills
- GMP (4 years)
- Event planning
- Product demos
- Analysis skills
- Calendar management
- Floor care

- Management
- Retail math (3 years)
- Microsoft Excel
- Painting
- Customer support
- Grocery store
- HVAC
- Accounting
- Technical sales
- Industrial cleaning
- Order Picking and Processing
- Ability to work under pressure
- Delivery driver experience
- Team development
- Sales strategy
- Recruiting
- Supervising experience
- Manufacturing facility
- Packaging
- Marketing
- Merchandising (7 years)
- Cash register
- Inside sales
- Account management
- Shipping & Receiving
- Distribution center
- Handyman experience
- Organization
- Community engagement
- Concierge services
- Personal assistant experience
- Manufacturing
- Inventory management

Certifications and Licenses

Pallet Jack Certification

Forklift Certification

OSHA 10