

Tinika Rigoni

Order Builder

Profile

Employment History

Education

Details

tinika.rigoni@gmail.com

(782) 384-9062

123 Main St, Salt Lake City, UT 84101

Diligent Order Builder with 1 year of experience in efficiently picking, packing, and organizing customer orders. Proficient in warehouse management systems and operational procedures, ensuring accurate and timely order fulfillment. Adept at maintaining a safe and organized work environment while optimizing warehouse space. Committed to providing exceptional customer service and supporting team objectives.

Order Builder at Coca-Cola Beverages Southwest, UT

Mar 2023 - Present

- Efficiently built and assembled over 300 orders daily, consistently exceeding the company's target of 250 orders per day, resulting in a 20% increase in order fulfillment efficiency for Coca-Cola Beverages Southwest, UT.
- Successfully maintained a 99% accuracy rate in picking and packing products for orders, surpassing the company's goal of 95% accuracy, leading to improved customer satisfaction and fewer returns.
- Reduced the average order processing time by 15% through implementing effective time management strategies and streamlining the order-building process, contributing to increased productivity and faster delivery times.

Associate Order Builder at Swire Coca-Cola, UT

Aug 2022 - Jan 2023

- Successfully increased order accuracy by 20% within the first six months of employment, resulting in a significant reduction in customer complaints and returns.
- Streamlined the order building process by implementing a new organization system for products and inventory, leading to a 15% increase in efficiency and reducing average order completion time by 30 minutes.
- Consistently met or exceeded daily order quota by an average of 10%, contributing to a 5% increase in overall team productivity and enabling the company to fulfill a higher volume of customer orders.
- Collaborated with warehouse management to develop and implement a new training program for incoming associate order builders, resulting in a 25% reduction in onboarding time and improved employee retention rates.

Certificate in Order Building and Inventory Management at Salt Lake Community College, Salt Lake City, UT

Aug 2017 - May 2022

Relevant Coursework: Inventory Management, Order Processing, Warehouse Operations, Supply Chain Management, Forecasting and