

Charde Milian

Order Filler

✉ charde.milian@gmail.com
☎ (680) 945-9336
📍 1234 Evergreen Lane, Seattle, WA 98101

EDUCATION

Certificate in Warehouse Operations and Order Filling at Spokane Community College, Spokane, WA

Aug 2018 - May 2022

Relevant Coursework: Inventory Management, Order Processing, Material Handling, Warehouse Safety, Logistics Planning, and Supply Chain Management.

LINKS

[linkedin.com/in/chardemilian](https://www.linkedin.com/in/chardemilian)

SKILLS

- Inventory management
- Barcode scanning
- Pallet jacking
- Forklift operation
- Order tracking
- Packaging proficiency
- Time management

LANGUAGES

- English
- French

HOBBIES

- Collecting stamps or coins
- Painting or drawing

PROFILE

Diligent Order Filler with 1 year of experience in fast-paced warehouse environments. Skilled in order processing, inventory management, and packing, consistently maintaining accuracy and efficiency. Excellent communication and teamwork abilities, contributing to a strong commitment to customer satisfaction and on-time order fulfillment.

EMPLOYMENT HISTORY

● Order Filler at Amazon, WA

May 2023 - Present

- Filled over 10,000 customer orders with a 99.8% accuracy rate within the first year of employment, resulting in increased customer satisfaction and reduced returns.
- Successfully maintained a 95% on-time shipment rate for all customer orders, exceeding the company's target of 90%, which led to higher customer retention and repeat business.
- Streamlined order filling processes by implementing efficient picking strategies, resulting in a 15% increase in productivity and a reduction in average order fulfillment time by 30 minutes.
- Trained and mentored five new order fillers, leading to a 100% retention rate and an overall improvement in team performance by 20% within six months.

● Associate Order Filler at Costco, WA

Aug 2022 - Mar 2023

- Successfully processed an average of 250 orders per day, ensuring a 99% on-time delivery rate and contributing to the warehouse's overall efficiency.
- Streamlined the order filling process by implementing a new inventory management system, which led to a 15% reduction in order processing time and improved overall productivity.
- Trained and mentored 10 new employees, resulting in a 30% decrease in training time and contributing to the team's ability to handle a 20% increase in daily order volume.

CERTIFICATES

Certified Professional in Distribution and Warehousing (CPDW)

Dec 2021

Forklift Operator Certification

Sep 2020

MEMBERSHIPS

International Warehouse Logistics Association (IWLA)

Council of Supply Chain Management Professionals (CSCMP)