
Parts Picker Resume

Job Objective

To obtain a Parts Picker position where my years of experience and training can be used to benefit the company to help it grow and thrive.

Highlights of Qualifications:

- Extensive experience of parts selection, inspection, packing and delivery
 - Sound knowledge of warehouse operations, factory procedures and customer service techniques
 - Commendable knowledge of using MS Windows, internet and automated stock-control system
 - Familiarity with handling and lifting of heavy loads during shift hours
 - Ability to interact with coworkers and customers, in a helpful and positive manner
 - Ability to manage and complete multiple tasks, concurrently and efficiently
-

Professional Experience:

Parts Picker
Cybex International, Inc., Sanford, MI
August 2012 – Present

Responsibilities:

- Determined and located all correct parts by following order lists.
- Picked parts from warehouse and inspected their quality, properly.
- Packed, stacked, and loaded part orders onto trucks, for dispatch.
- Received, examined and counted consignments of warehouse supplies and items.
- Prepared and maintained computerized records related to inventory and part orders.
- Cleaned and tidied job site and maintained orderliness of work place.

Parts Picker
Aviall, Inc., Sanford, MI
May 2009 – July 2012

Responsibilities:

- Picked, sorted, packed, and labeled all ordered parts, correctly.
 - Placed, arranged, and stacked all requested parts on shelves, pallets, and bins.
 - Inspected and prepared all part orders for dispatch, in a safe manner.
 - Liaised with Warehouse Supervisor and assisted with inventory management.
 - Prepared, maintained, and updated records related to inventory and part orders.
 - Interpreted and complied with established government and company standards and policies.
-

Education:

High School Diploma
Vanden High School, Fairfield

[Build your Resume Now](#)