

Jordan Hale

Warehouse Team Leader

Essex (commutable to Harlow, Stansted and Chelmsford) · 07700 900123 · jordan.hale@example.com ·
linkedin.com/in/jordanhale · Full UK driving licence · Counterbalance FLT

PROFILE

Warehouse operative with 8 years in high-volume e-commerce distribution, regularly running the shift when the supervisor is off. Known for hitting pick-rate targets, keeping stock accurate and getting new starters up to speed quickly. Now looking for a first permanent Team Leader role.

KEY SKILLS

- Shift and team leadership
- WMS and RF scanners
- Stock control and cycle counts
- Goods-in and despatch
- Training and induction
- Health and safety (manual handling)
- Counterbalance FLT
- KPI and pick-rate tracking
- Excel and Word

EXPERIENCE

Warehouse Operative (Acting Shift Lead when needed)

2017 – present

Northfield Distribution Ltd, Essex · 24/7 e-commerce fulfilment centre

- Ran the night shift of up to 12 operatives on supervisor rest days, allocating pick, pack and loading teams to clear the despatch cut-off.
- Kept a pick rate consistently above site target and was used as the benchmark picker during peak.
- Trained and buddied new starters and agency staff on the RF scanners, WMS and safe lifting.
- Carried out weekly cycle counts and flagged discrepancies to stock control, helping keep stock records accurate.
- Loaded and unloaded trailers to the load plan and checked goods-in against delivery notes.

Sales Assistant

2013 – 2017

High Street Shoes, Harlow

- Served customers and ran the till, including cashing up at close.
- Received deliveries and managed the stockroom so sizes were easy to find on busy Saturdays.

EDUCATION AND TRAINING

BTEC National Diploma, Business · Harlow College, 2009

7 GCSEs including Maths and English

Counterbalance forklift licence · manual handling certificate

INTERESTS

Five-a-side football (organise the weekly team booking and kitty) and gym training.

