

# Adam Ritchie

Stocker, Customer Experience Specialist, Cashier, Receiving Lead

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## EXPERIENCE

### **Rural King, Columbus IN— *Receiving Lead***

March 2024 - PRESENT

As the Receiving Lead, my day-to-day tasks are prepping for incoming DC trucks, PO trucks, feed trucks walking manifests, and handling incoming and outgoing freight logistics. Inventory control was a major part of my job.

### **Rural King, Columbus IN— *Cashier***

October 2023 - March 2024

While working as a cashier at Rural King I was tasked with running a Point Of Sale (POS) and working at their Customer Service desk. Handling phone calls, online orders (Pickup), Layaway payment/ signups, and other tasks.

### **Rural King, Columbus IN— *Customer Experience Specialist***

July 2023 - October - 2023

Working as a Customer Experience Specialist (CES) my job was to work with the in-house credit department to help enroll and enable customers to get a Rural King Visa credit card. As well as working with online orders (Picking and Confirming Picks).

### **Rural King, Columbus IN— *Stocker***

April 2023 - July - 2023

Working as a Stocker at Rural King, I worked directly with the company's inventory system and the receiving team to help get products out for customers as well as to help maintain the store's inventory manifest.

## EDUCATION

### **Columbus North, Columbus IN — *GED***

August 2016 - May 2019

## SKILLS

Team Player

Team Building

Problem-Solving

Outgoing and Friendly

ICS

Shipping & Receiving

## LANGUAGES

English