**Jenny Austin  
Warehouse Attendant**

123 Your Street, Your City, ST 12345, (123) 456-7890, email@maxresumes.com

horizontal line

4th September 20XX

[Hiring Manager]

123 Address St

Anytown, ST 12345

Dear [Hiring Manager],

I am writing to apply for the position of Warehouse Attendant at [Company Name]. With five years of experience in warehouse operations, I am confident that I am a great fit for this role.

I have an extensive list of accomplishments from my current position as Warehouse Attendant with [Previous Company Name], and I believe that my experience and skill set make me an ideal candidate for the role at [Company Name]. My primary responsibility has been to manage inventory control and order fulfillment, but I have also supported shipping and receiving operations, conducted quality control inspections, and designed storage solutions. I have also been the lead on developing and implementing automated processes to improve accuracy and efficiency in the warehouse.

I am a hardworking and dependable team player who takes great pride in my work and enjoys the challenge of troubleshooting and problem- solving. I am capable of working alone and independently, as well as collaboratively with other team members.

I understand the importance of safety and security in the warehouse, and I have a proven track record of adhering to all safety protocols. I am also certified in forklift operations, pallet jack operation, and hazardous material handling.

Thank you for considering my application for the Warehouse Attendant position at [Company Name]. I look forward to discussing my qualifications in further detail.

Sincerely,

**Your Name**

horizontal line