FREYA HOFFMANN

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SUMMARY OF QUALIFICATIONS

- Warehouse leader who runs safe, accurate and on-time shifts.
- Experience across 2 employers, most recently as Warehouse Supervisor at Cobalt 3PL.
- Hands-on supervisor who coaches teams and keeps standards high.
- Known for clear communication with colleagues and for following work through to the end.

EDUCATION

Sheffield Hallam University — **Sheffield**
Level 3 Diploma in Warehousing and Storage — *2020*

PROFESSIONAL EXPERIENCE

Cobalt 3PL — **Austin, TX**
Warehouse Supervisor — *Dec 2025 – Present*

- Ran weekly toolbox talks on manual handling and racking safety.
- Trained new starters on picking, packing and returns processes.
- Hit 99.6% pick accuracy for 12 straight weeks by reorganising fast-moving lines.
- Rebalanced pick faces before peak so fast movers were closest to dispatch.
- Reduced damaged stock write-offs by 28% with new racking labels and handling checks.

Northgate Distribution — **Austin, TX**
Team Leader — *Jun 2024 – Oct 2025*

- Ran a shift of 22 operatives across inbound, picking and dispatch.
- Coordinated with transport planners on daily trailer loading plans.
- Planned labour for peak, including agency staff, without missing a carrier cut-off.
- Introduced a buddy system that cut new-starter turnover in the first month.

INITIATIVES

5S rollout in the returns area

- Planned and delivered it alongside day-to-day work, with a written plan and agreed success measures.
- Shared the results with the wider team and kept the documentation up to date.

Peak readiness plan

- Planned and delivered it alongside day-to-day work, with a written plan and agreed success measures.
- Shared the results with the wider team and kept the documentation up to date.

TECHNICAL SKILLS

Warehouse systems & licences: Forklift licence, SAP EWM
General: Microsoft Excel, Stock control, Health & safety, Lean
Languages: English (Native), Spanish (Conversational)

CERTIFICATIONS

- IOSH Managing Safely
- First Aid at Work

EXTRA-CURRICULAR ACTIVITIES

- Treasurer of a local sports club, keeping the accounts and membership list.
- Member of a community choir.

REFERENCE

Ananya Abbott
HR Director, Midland Retail DC
Contact: ananya@example.com