

ROBERT SMITH

Warehouse Worker / Forklift Operator

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

2 years of experience as a Forklift Operator is seeking to obtain a position with a versatile organization where my abilities, strengths, and great decision-making skills can be utilized.

CORE COMPETENCIES

Forklift, Computer, Inventory, Team Lead In Warehouse, Production Environment, Multitasking, Phone Service, Fast Learning, Assembly, And Retail.

PROFESSIONAL EXPERIENCE

Warehouse Worker / Forklift Operator

ABC Corporation - April 2015 - December 2015

Key Deliverables:

- Drive powered industrial truck equipped with lifting devices, such as a forklift, fork-grapple, clamps, elevating platform, or trailer hitch, to push, pull, lift, stack, load tier, or move products, equipment, or materials in the warehouse, storage yard, or plant 80% of specified shift.
- Stock and store merchandise in appropriate areas efficiently load, unload, move, stock, and stage products and materials using a forklift, clamp truck, or other power equipment.
- Pull and prepare the product for shipment ensuring the exact number and types of product is loaded to keep appropriate records and reports for inventory accuracy comply with all OSHA and MSDS standards.
- Report quality variances, maintain the facilities equipment and materials in a neat, clean, and orderly fashion assist in physical inventories.
- Complete daily inspection of equipment, perform additional duties as assigned by management.
- Maintain the facilities equipment and materials in a neat clean orderly fashion.
- Maintained inventory by identifying, labeling, and placing materials and supplies in stock recording location of inventory.

Forklift Operator

ABC Corporation - October 2013 - April 2015

Key Deliverables:

- Pick and select products palletize products, shrink wrap and load trailers utilizing powered equipment such as pallet jacks and forklifts in a multi-temperature foodservice warehouse environment.
- Safely build pallets, cart or cages of product for loading and delivery to our customer.
- Utilize various technologies or software, such as red prairie and telnet.

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- Maintained in-process inventory at work centers by delivering opening materials and supplies.
- Documented materials and supplies disposition by recording units delivered and location of units.
- Received credit-return material and supplies from production by verifying materials and supplies code and lot number and quantity; placing materials in stock.
- Prepared finished stock for shipment by identifying, pulling, packing, crating, loading, and securing product.

EDUCATION

High School Diploma - 2000(NAPERVILLE CENTRAL HIGH SCHOOL - Naperville, IL)B.A. in Physical Education - January 2008(Tennessee State University B.A - Nashville, TN)Shot - (Tennessee State University - Athens, GA)

