

Resume 408

Objective

To secure a position with your company utilizing my skills and experience in **Production / Warehouse / Shipping & Receiving** and/or as a **Forklift Operator**

Summary of Qualifications

- Over 10 years' experience in various Production, Shipping & Receiving, and/or Warehouse settings
- Over 5 years' experience in construction settings working on commercial building projects
- Experienced training new personnel, including delegating work orders, monitoring all work activities and progress towards completion, conducting performance evaluations, and reporting employee progress/status to upper management as requested
- Experienced performing shipping/receiving duties including inventory, and loading/unloading trucks
- Operates forklifts, pallet jacks, overhead crane, skid steers, JLG crane, and most power tools
- Over 1 1/2 years' experience performing various landscaping duties including work around residential homes/townhouses, mowing, mulching, grading, and more
- Trained, certified, and fully compliant with all OSHA rules and regulations
- No health or lifting restrictions
- Strong communications, math, and problem-solving skills
- Familiar with using computers, Windows, Internet research, and email
- Works well independently or collaboratively in a team environment

Professional Experience

03/21 – Still

General Labor

Express Temporary, Niagara Falls, NY

- Attach identifying tags to containers or mark them with identifying information.
- Read work orders or receive oral instructions to determine work assignments or material or equipment needs.
- Adjust controls to guide, position, or move equipment, such as cranes, booms, or cameras.
- Observe equipment operations so that malfunctions can be detected, and notify operators of any malfunctions.
- Remove products, machine attachments, or waste material from machines.

06/15 – Still

Warehouse – Forklift Driver

Remedy Intelligent Staffing, Niagara Falls, NY

- Load and unload items from machines, conveyors, and conveyances.
- Operate machinery used in the production process, or assist machine operators.
- Place products in equipment or on work surfaces for further processing, inspecting, or wrapping.
- Examine products to verify conformance to quality standards.
- Start machines or equipment to begin production processes.

07/14 – 10/14

General Engineer

Sheraton Hotel, Niagara Falls, NY

- Washed windows, walls, ceilings, and woodwork, waxing and polishing as necessary.
- Disinfected equipment and supplies, using germicides or steam-operated sterilizers.
- Removed debris from driveways, garages, and swimming pool areas.
- Replaced light bulbs, and other fixtures to maintain the hotel's grounds.
- Used hand tools, such as shovels, rakes, pruning saws, saws, hedge or brush trimmers, or axes.
- Watered lawns, trees, or plants, using portable sprinkler systems, hoses, or watering cans.

03/08 – 10/11

Warehouse – Forklift Driver

Pacesetter Personnel Services, Orlando, FL

- Assigned to various commercial building construction sites to set-up and manage on-site temporary warehouse facilities using tractor trailers, recording and tracking all materials being stored in up to 20 trailers, pulling materials and equipment out of inventory as called for and delivering all materials and equipment to the building site using flatbed trucks
- Used forklifts and JLG lifts to move a wide range of materials onto trucks including rebar, commercial air ducts, drywall, pallets with various materials, etc.

03/08 - 03/10 ***Warehouse – Forklift Driver***

Coastal Mechanical Services, Orlando, NY

- Assigned to various commercial building construction sites to set-up and manage on-site temporary warehouse facilities using tractor trailers, recording and tracking all materials being stored in up to 20 trailers, pulling materials and equipment out of inventory as called for and delivering all materials and equipment to the building site using flatbed trucks
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03/10 - 10/11 ***Warehouse Manager – Forklift Driver***

Mader Southeast Drywall, Orlando, NY

- Managed the warehouse, inventory, and distribution of materials, mainly drywall, metal framing, fasteners, screws, joint compound, tape, etc. for the largest company of its kind in the southeastern United States, supplying commercial construction sites such as hotels, hospitals, schools, and government buildings
- Loaded and drove trucks to job sites to deliver materials as needed

Education and Training

- ***OSHA Construction Safety and Health Certification (10-hour course), 2010***
Pacesetter Personnel Services, Orlando, FL
- ***GED***
Adult Education Center, Lockport, NY