

FORKLIFT OPERATOR / DRIVER

Summary

OSHA Certified Forklift Operator with 7+ years of warehouse experience. Possess 20/20 vision and able to lift and hold 50+ lbs. Specialize in working in accordance with safety guidelines on and off site. Looking to contribute my skills in the Lead Forklift Operator role at Mano Industries.

PROFESSIONAL EXPERIENCE

Lead Forklift Operator

Bathor & Sons, Chicago, IL | November 20XX–Present

- Exceeded expectations for shipping deliveries with counterbalance and rough terrain forklifts, resulting in promotion to Lead Forklift Operator position in August 20XX
- Perform 30+ daily quality checks per shift in accordance with company safety procedures and participate in product changeovers
- Use RF scanning equipment to ensure accuracy of inventory and immediately report inventory discrepancies to the inventory control team
- Revised walkie stacker equipment manual in 2019 and trained 8 warehouse employees on proper documentation techniques, improving overall work efficiency by 47%

Forklift Operator & Warehouse Assistant

Este Express Lanes, Chicago, IL | August 20XX–October 20XX

- Prepared 250–450 loading and offloading deliveries per week in a safe and efficient manner using correct company procedures
- Correctly positioned forklifts over/under/around loaded pallets, skids, boxes, products, and other materials for transport to designated areas
- Maintained clean, organized aisles and reported issues to the supervisor, contributing to a 10% decrease in damaged and lost goods
- Consistently followed excellent manufacturing practices (GMP/GHP) to ensure food safety and regulatory compliance

CONTACT

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EDUCATION

Larry Jim Resources Corporation, Chicago, IL | August 20XX

OSHA 30-hour Forklift Certification Course

Larry Jim Resources Corporation, Chicago, IL | September 20XX

Certified Material Handling Specialist (CMHS)

Great Dane High School, Chicago, IL | June 20XX

High School Diploma

ADDITIONAL SKILLS

- 5+ years of experience using powered pallet jacks, cargo trucks, stretch wrap machines, and tank trailers
- Possess a valid IL driver's license with excellent driving record
- Efficient material loading and unloading, storing products, and keeping detailed inventory logs