

# Joseph Reed

## Warehouse forklift driver

Denver, CO

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Seeking a job with a manufacturing or warehouse company, where I can use my forklift experience and be a hard working asset to the company I work for.

### WORK EXPERIENCE

#### **warehouse**

Job Store Staffing - Aurora, CO - October 2013 to March 2015

##### Responsibilities

i built light fixtures for construction projects and small companies

##### Accomplishments

i made sure i did my part so that we were able to hit our daily quota.

##### Skills Used

i demonstrated my great interpersonal skills and my strong work ethic.

#### **Warehouse forklift driver**

Prologistix - Denver, CO - January 2013 to July 2013

Safely and accurately pulled, wrapped, and properly staged product for pickup by the customer.

- Maintained a clean warehouse by picking up shrink wrap and pieces of pallet wood.
- Once the orders were pulled I loaded the truck using a forklift or a electric pallet jack.

#### **Stocker/Receiver**

Home Depot - Aurora, CO - February 2011 to December 2012

Pulled freight off the truck in a safe proper manner using a propane powered forklift.

- Staged the freight in designated department.
- After all the freight was worked I wrapped all the overstock and stored it in designated areas.

#### **Forklift Operator/Order Selector**

Randstad staffing - Denver, CO - May 2014

##### Responsibilities

My job consists of selecting orders using a stand up forklift. Once the orders were picked I staged them on the dock and preceded with the audit. After the audit I loaded each load on the outbound truck.

### EDUCATION

Emily Griffith School of Opportunity  
2010

Trade school  
2010

#### ADDITIONAL INFORMATION

- Over five years' experience as a warehouse worker.
- Experienced forklift operator able to receive cargo in packing area, pull orders, and label and scanning the product.
- Able to perform the job without any supervision or without any extra accommodations.
- Ability to read and understand procedures and safety rules while on the job.
- Demonstrated ability to follow oral or written instructions.
- Able and capable of lifting 100lbs, can withstand very hot or very cold conditions for long periods of time.

#### Skills

- Order puller certified
- Forklift certified
- Electric pallet certified
- Great interpersonal skills
- Punctual
- Great work ethic