

Antwain Lee
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Summary of Qualifications

- Trustworthy, hard worker
- Willing to learn
- Ability to multi-task
- Dependable, quick learner, responsible

Relevant Experience

Production

- Worked in team setting to meet quota of folding and packaging Mylar balloons and posted totals
- Monitored product for exact size to be placed into packaging and removed/replaced damaged product
- Maintained supplies and restocked assembly bins with necessary materials to complete daily goals
- Consistently met and exceeded daily quotas and maintained standards of excellence in performance and team work
- Loaded and unloaded materials from incoming and to outgoing trailers using pallet jacks
- Moved shipments to and from shipping-and-receiving platform to storage and work area
- Unpacked and examined incoming shipments, rejected damaged goods, recorded shortages, and corresponded with shipper to rectify damages or shortages; Verified and kept records on incoming and outgoing shipments

General Laborer

- Performed demolition on damaged houses and apartments
- Experienced in basic renovations on houses and apartments
- Cleaned up debris and cleaned areas worked in
- Cleaned floors by sweeping, mopping, or scrubbing them; Stripped, sealed, finished, and polished floors
- Followed procedures for the use of chemical cleaners and power equipment, in order to prevent damage to floors and fixtures
- Mixed water and detergents or acids in containers to prepare cleaning solutions
- Requisitioned supplies and equipment needed for cleaning and maintenance duties
- Cleaned windows, glass partitions, and mirrors, using soapy water or other cleaners, sponges, and squeegees
- Steam cleaned carpets and maintained floors by waxing

Material Sorter

- Sorted through recyclable material
- Separated materials into metals, plastics, paper and hard plastics
- Packed and stored each material separate

Employment Experience

Production	MINNCOR Industries, Faribault, MN	8 months
General Laborer	Melissa's Cleaning, Minneapolis, MN	3 years
Assembly/Sorting	Viet Recycling, Minneapolis, MN	1 year

Education
