

Charles Spencer

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Skills & Abilities

- Ability to use Basic Math
- Able to work at a fast pace while providing excellent Customer Service
- Ensuring top-quality products by paying attention to detail
- Ability to keep a friendly and positive attitude
- Experienced in working with Forklift and heavy machinery
- Loading & unloading trailers as well as flatbeds with forklift

Work Experience

The Crosby Group:

- Manages the shipment and receipt of all products, materials and supplies
- Promptly load & unload trailers and/or flatbed with forklift
- Operating machinery or equipment as needed

College Hunks Moving & Junk- Senior Moving Captain/ Junk captain/ Driver May 2021 - Dec 2022

- Observe and follow all company policies
- Driving trucks for moves safely, on time and securely
- Fast-paced industry involving continual body activity; lifting items weighing 50-500 lbs
- Loaded, unpacked and packed items, disassembled and assembled furniture for residential
- Ability of securing items and preventing any damages to be caused
- Be a team leader yet team player with my team
- Assisted customers during the moves with excellent customer service
- Took on multiple new positions in company during staffing shortage to provide best service
- Trained new employees

Amazon: Warehouse Associate September 2021- April 2022

- Operate industrial equipment in a safe and efficient manner
- Ability to work with large equipment and forklift to get pallets from high spaces
- Being able to sort and stock products
- Always maintained a positive and collaborative attitude
- Trained new coming staff

Walmart: Sporting Goods Associate September 2020- May 2021

- Provide accurate transaction functions
- Observe and follow all company policies
- Daily checks and clean of department
- Be a team player with my other members

- Providing world class customer service
- Provide high levels of integrity
- Trained new employees
- Led ongoing training for team, covering industry best practices
- Loaded and unloaded materials onto and off of a truck. Check Pallets to insure quality product
- Efficiently stacked and stored merchandise in the appropriate areas using forklift

Education

University of Arkansas
1 University of Arkansas Fayetteville, AR 72701

January 2022- Current

Arkansas Baptist College
1600 Dr Martin Luther King Jr Dr Little Rock, AR 72202
Associates Degree: General Studies

August 2019- December 2021

- Valid Arkansas State Drivers License
- Maumelle High School Diploma
- DLT Med Card certified

REFERENCES AVAILABLE UPON REQUEST