

Monta Davis

Minneapolis, MN

montadavis4_mn7@indeedemail.com - 651.347.9846

Energetic worker with a broad range of general maintenance and repair skills. Also Excel at troubleshooting, problem solving, readily understanding instructions of a complicated nature, and responding to challenges with a "get the job done" attitude. Grasp client's requirements and management's needs quickly and apply appropriate actions to complete tasks in a timely manner.

WORK EXPERIENCE

Warehouse Associate

Target - Woodbury, MN - 2015 to 2015

Scanned all inbound merchandise using the scanning system adding it to the current inventory Properly stored received merchandise in the warehouse

Load and unload materials from trucks
Operate dollies and pallet jack and stack boxes

Processed all incoming and outgoing merchandise

Laborer

Wiltz - Saint Paul, MN - 2015 to 2015

- Loaded and unloaded delivery trucks at various warehouses
St. Paul, MN

Office Clerk

Today's Home Care - Robbinsdale, MN - 2008 to 2009

- Answered inbound phone calls
- Issued employee payroll
- Assisted with administration duties in the office, e.g. paper work and faxes

Janitorial

Game Works - Seattle, WA - 1998 to 2001

- Swept, mopped, scrubbed, and vacuums floors of the building, using cleaning solutions, tools and equipment.
- Gathered and emptied trash.

EDUCATION

In Process of Associates in Business Management

St. Paul College

2010

GED

Plymouth Education - Plymouth, MN

2005