

# Dynell Randle

**To build a long-term career in a well-respected company with opportunities for career growth.**

Saint Paul, MN

- Email me on Indeed: <http://www.indeed.com/r/Dynell-Randle/f7b81898ac98d3e4>

## Work Experience

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### **FORKLIFT OPERATOR**

PALLET SERVICE CORP

June 2019 to November 2019

- Accurate loading/unloading trucks on dock
- Verify load accuracy; check the load count, stability, and product damage, report variances as necessary.
- Used scanners to pick materials out of stock to be shipped.
- Unload materials and merchandise from incoming vehicles and stack them to assigned places.
- Locate and move stock of products to pallets or crates for storage or shipment.
- Transport raw materials to production workstations.
- Accurate complete load paperwork
- Count and record receipt of materials.
- Prepare documentation/labels for proper shipping to customers.
- Weighed materials, and recorded weight and other production data on tags.
- Keep appropriate records and reports for inventory accuracy.
- Stock all material received in appropriate bins or storage locations.
- Assist inventory control in counting and organizing warehouse materials.
- Fill in paperwork, such as delivery forms, and electronically record the movement of goods.

### **FORKLIFT OPERATOR**

UP NORTH PLASTICS

May 2012 to June 2019

- Ability to operate electric forklift, which requires moving levers and pressing pedals to drive truck and control movement when product is being transferred
- Unloads/loads pallets of products using pallet jacks and forklifts.
- Stores and removes pallets of products from rack locations
- Cleans up aisles and pick up leftover pallets at the end of the shift.
- Hand stacks product onto/off pallets and into packing locations as required.
- Carry out production, inspection, packaging and machine operation duties
  
- Set up machinery and ensure all materials are readily available
  
- Effectively monitor production equipment
  
- Assist the shop technicians and materials clerk as necessary
  
- Perform appropriate duties as assigned by management

- Maintain a safe and clean workspace
- Follow established safety rules and regulations

## Education

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### **High school or equivalent**

## Skills

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- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to regularly lift and /or move up to 50 -80 pounds
- Able to handle up to 100 lbs.
- Computer skills
- Follows instructions, respond to management directions well.
- Willing to commit to long hours of work when necessary to reach goals
- Pallet Jack and Forklift Certification
- Forklift