

Eligah Buie

Green Bay, WI 54301
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Willing to relocate: Anywhere

Work Experience

Material Handler/Forklift Operator

BG Industrial - Green Bay, WI
July 2018 to Present

remove material from machine, load and unload trucks. assistant machine operator of the pulp press.

CSR

General Dynamics Information Technology - Hattiesburg, MS
September 2017 to February 2018

Answer calls in a professional and effective manner. Assist the consumer with their issues.

Material Handler/Forklift Operator

Mar Jac Poultry - Hattiesburg, MS
March 2017 to September 2017

Machine operator assistant Stack and pack boxes.

Express Temp

Express Employment Professionals - Green Bay, WI
May 2015 to November 2016

Responsibilities

Operate a forklift at some jobs also was assembly line worker, loading and unloading.

Accomplishments

Skills Used

Assistance to the machine I was assigned to.

Reload product and keep machine operating properly.

Forklift Operator/Machine Operator (cycle count)

Express Employment Professionals/eaton - Vicksburg, MS
February 2014 to February 2015

Sort, pack, wrap, tie and label products as per company procedures

Weigh products and record weight and other data in product labels

Monitor and maintain accurate inventory

Move and load hazardous wastes under direction of supervisor

Clean work area and equipment regularly by removing empty pallets, wood and plastic

Follow company standards and legal regulations to ensure safe and positive work atmosphere

Maintain forklift equipment by troubleshooting breakdowns, performing preventive maintenance, recommending repairs and performing routine pre and post inspections

Maintain material handling equipments by recharging, cleaning, oiling, refueling and other necessary actions, and record all information on log sheet.

Cashier

Pa Pa Johns - Vicksburg, MS
November 2013 to February 2014

Responsibilities

Take orders, clean, teamwork

Skills Used

customer service,

Forklift Driver/Material Handler

SuperValu - Green Bay, WI
May 2013 to September 2013

Loads and Unloads material in a safe fashion, verifies that incoming and outgoing material is free from damage

Transfers all associated paperwork to incoming goods clerk and shipping department

Marks all incoming product with job numbers and dispositions, transfers the material to the designated area

Loads customer orders on flatbed truck, van trailers, trailers or oversea containers

Ensures that materials get loaded free of damage and drivers secure the load without damaging product

Verifies that job numbers written on product correspond with supplied paperwork and ensures product gets

loaded according to the delivery note provided by the shipping department

Supplies all work stations with materials, acts proactive to station needs

Empties all waste and recycling bins and schedules container pickups as necessary

Works closely with QC incoming goods and QC outgoing goods

Helps with yearly and quarterly inventory

Has to run errands as instructed by a supervisor

Forklift Operator

Georgia Pacific - Green Bay, WI
February 2013 to May 2013

Sort, pack, wrap, tie and label products as per company procedures

Weigh products and record weight and other data in product labels

Monitor and maintain accurate inventory

Move and load hazardous wastes under direction of supervisor

Clean work area and equipment regularly by removing empty pallets, wood and plastic

Follow company standards and legal regulations to ensure safe and positive work atmosphere

Maintain forklift equipment by troubleshooting breakdowns, performing preventive maintenance, recommending repairs and performing routine pre and post inspections

Maintain material handling equipments by recharging, cleaning, oiling, refueling and other necessary actions, and record all information on log sheet.

Cashier

Hattiesburg, MS

January 2012 to December 2012

Responsibilities

Secures premises and personnel by patrolling property; monitoring surveillance equipment; inspecting buildings, equipment, and access points; permitting entry.

Obtains help by sounding alarms.

Prevents losses and damage by reporting irregularities; informing violators of policy and procedures; restraining trespassers.

Controls traffic by directing drivers.

Completes reports by recording observations, information, occurrences, and surveillance activities; interviewing witnesses; obtaining signatures.

Maintains environment by monitoring and

Forklift Operator and Material Handler

Elwood Staffing - Arlington, TX

March 2018

Move material and help assemble product.

Education

High School Diploma

Vicksburg High School - Vicksburg, MS

2003 to 2007

Skills

Forklift, Forklift Driver, Reach Truck, Reach, Warehouse Associate, Pallet Jack, Shipping Receiving, Customer Service, Call Center, Customer Care, CSR

Certifications/Licenses

Forklift Certified

January 2013 to 2018

Eaton Cooper lighting