

# *Fredrick Plowden*

2401 East Street | Golden, CO 80401  
fplowden@rocketmail.com

(678)789-8360 |

## Experienced Forklift Driver and Machine Operator

Focused, results-driven **Forklift Driver and Machine Operator** with over 20 years of experience working within fast-paced positions in a range of industries, with an emphasis on effective procedures, productive operations, and the use of specialized machinery and equipment to accomplish set objectives. Knowledgeable, quick-thinking team member who creates positive outcomes. Strong communication skills to work with individuals of all professional levels, areas of expertise, and personal backgrounds. Excellent management skills to lead individual or team activities. Proven record in achieving goals.

### Areas of Expertise

Production/Production Line Operations Receiving, Warehousing, and Shipping  
Operation of Machinery and Forklifts

High Volume Communications Collaboration with Team Members Team Training and Leadership Continual Improvements

Support to Upper-Level Managers Special Projects and Assignments Records and Reports Regulations and Compliance

### **Line Leader and High-Tech Machine Operator** | International Paper | Golden, CO

**2021 – Present**

Work within a dual role to lead teams and operations on the manufacturing line while personally supporting the production of company products by operating highly technical machines.

- Manage operators on assigned shifts. Cultivate a positive, productive, and collaborative environment through effective training, leadership, and communication. Regularly inspect machine and employee performance to ensure that objectives for production and quality are met. Ensure a safe environment by providing education on safe machine operation, role-modeling safe behavior, and maintaining organized and clean workspaces.

- Assist upper-level managers with the development of effective policies and practices, identification of existing or potential issues, and resolution of any problems related to the production line.

- Maintain a hands-on philosophy even as line leader, performing tasks on all levels and in all areas. Start, adjust, operate, and continually monitor machines for each phase of production. Quickly detect and correct machine malfunctions. Shut down machines at the end of the shift.

- Take on additional duties as needed, often assisting with special projects and activities. Use forklift certification when extra help is needed driving forklifts to transport materials and finished products.

**Chip Machine Runner | CPI Card Group | Littleton, CO  
2018 – 2021**

Operated and maintained highly technical machinery that embedded integrated circuit cards (ICC) into plastic credit and debit cards according to customer specifications and company objectives for production and quality.

- Embedded up to 30,000 chips each day by properly loading, operating, and unloading machines. Adjusted machines based on instructions, checklists, product specifications, and customer job ticket requirements.
- Continually monitored and corrected any issues during each customer job run to minimize downtime and waste.
- Maintained accurate records of all completed work. Completed required audit paperwork based on job stage and equipment that was operated.

**Order Selector and Forklift Operator | Safeway Distribution Center | Denver, CO  
2016 – 2018**

Participated in the entire cycle of order fulfillment for thousands of orders each day, from initial order receipt, review, and selection to placement on pallets, transport of pallets throughout the warehouse, and final preparations prior to shipment.

- Operated a wide range of machinery and equipment, including scanners, electric pallet jacks, and forklifts.
- Maintained the highest level of safety and productivity while completing all tasks.

**Warehouse Associate | Rooms To Go | Atlanta, GA  
2013 – 2016**

Coordinated shipping orders and organized pallets for receiving to optimize and streamline daily delivery operations.

- Operated conveyor systems, pallet jacks, hand trucks, and forklifts to efficiently and effectively perform duties.
- Collaborated with team members to encourage a productive work environment.

*(Continued on page 2)*

**Truck Loader | UPS | Monroe, GA  
2013**

**2007 –**

Selected, processed, and loaded large numbers of packages of all sizes and weight into trucks during high-volume seasons as well as other times of the year.

- Scanned and labeled packages to determine correct grouping. Moved packages into the delivery area and loaded them onto conveyor belts, pallets, and trucks. Safely operated all equipment. Maintained an organized workspace throughout the process.
- Exceeded the demanding loading quota for outgoing delivery trucks.

**Order Filler | Walmart Distribution Center | Monroe, GA  
2009**

**2000 –**

Safely and efficiently performed all activities involved in the receiving, processing, storage, fulfilment, and shipment of merchandise either by hand or with the help of material handling equipment.

- Utilized equipment that included terminal computers, voice picking terminal systems, electric pallet jacks, dollies, labeling machines, and wrapping machines.
- Continually given additional responsibility due to outstanding performance, including handling of damaged inventory and functions related to loss prevention.

**Warehouse Operations Specialist and Forklift Driver | Publix Distribution Center | Monroe, GA  
1998 – 2000**

Accurately pulled and carefully packed orders for thousands of SKUs on a daily basis manually as well as with hand tools, conveyor systems, pallet jacks, and forklifts.

- Used state-of-the-art technology that provided notifications of ordered products and exact location within the warehouse to improve efficiency in warehouse operations..

**Certifications**

**Certified in Nutrition and Personal Training | National Academy of Sports Medicine**

**Certified in First Aid, CPR, and AED | American Heart Association**

**Certifications for Forklift Driving and Machine Operation | Current and Past Employers**

Advanced understanding and usage of many types of methodologies, technologies, and equipment, including calculations of dimensions, tolerances, and output, diverse machinery for production, multi-phase tests and inspections for quality assurance, warehouse machinery including several types of forklifts, ICC technology, standard systems such as Windows and Microsoft Office, company- and industry-specific systems, and web-based applications.