

# JERMAINE PHILLIPS

53 GLENWOOD AVE. (APT 412), MINNEAPOLIS, MN 55403

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## Skills

- Forklift and Cherry Picker certified with 13 years' experience
- Supervising and coaching of employees to meet company standards
- Consistent performance to exceed both the company and customers' expectations

## Experience

### Main Cook

September 2017 to February 2020

- Knowledgeable on how to work the grill and responsible for delegating job tasks for 5 other employees
- Cooked breakfast and lunch
- Ensured supplies were consistently available, replenishing items as required in aid of cooks

### Warehouse Associate

November 2016 – October 2017

- Performed skilled use of mail distribution and sorting machinery
- Organized mail onto pallets
- Stockpiled and transported pallets to delivery vehicles
- Maintained an orderly and safe environment

### Warehouse/Restaurant ▪ All Team Staffing ▪ Minneapolis, MN

August 2015 – November 2016

- Operated forklifts, cherry pickers, and packaging, shipping machinery
- Loaded and unloaded delivery trucks
- Managed machine operation of sealing packages
- Responsible for sanitation and dish washing for hotels/ restaurants/ cafes

### Mover/Labor ▪ Geneva Moving Company ▪ Minneapolis, MN

January 2010 – 2015

- Loaded and unloaded furniture and estate items of commercial and residential establishments for an auction company
- Performed loading and unloading of delivery trucks

### Supervisor ▪ Jimmy Johns ▪ Minneapolis, MN and Golden Valley, MN (Previous employment September 2003- September 2006)

June 2013 – November 2013

- Began as inshopper and excelled towards management position upon return to business
- Managed cash control and closing procedures for registers daily
- Supervised food preparation and maintain proper standards for all staff
- Trained and coached employees to provide exceptional guest service

### Warehouse Associate ▪ Attero Prostaff ▪ Crystal, MN

August 2011 – January 2013

- Performed conveyor belt line packaging of display case products
- Maintained warehouse cleanliness and safety standards
- Loaded trucks with final products

### Warehouse Lead ▪ FedEx Smartpost ▪ Brooklyn Park, MN

April 2007 – June 2009

- Lead training of employees and served as an example for exceeding company expectations
- Maintained warehouse cleanliness and safety standards
- Loaded and unload trucks with products up to 100 pounds
- Performed operation of forklift in transporting inventory

## Education

North High School, Diploma 2003

**Certifications**

Forklift Certification, November 2015