

# Jacob Coffman

## Objective

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I would like to get into a management position in a warehouse or factory.

## Experience

01-2017/ Current

Hire Authority

Little Canada, MN

### Material Handler

- Put away and track stock
- Make sure all departments have what they need for production
- Cycle counts of material

08-2015/10-2016

Great Northern Corporation

Brooklyn Park, MN

### Material Handler

- Accurately pick and prepare orders for shipping
- Prepare pick lists
- Pack out UPS shipments and labels

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09-2014/08-2015

Caliber Drywall

Ramsey, MN

### Apprentice Carpenter

- Building and renovating Framing.
  - Hang drywall
  - Tape and mud walls
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07-2012/07-2014

Aveda Corporation

Blaine, MN

### Order Processing Associate 2

- Accurately pick specified orders for customers.
  - Prepare said orders for shipping with least risk of damages.
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12-2011/4-2012

McDonalds

Lino Lakes, MN

### Maintenance crew member

- Keep all stock accurately organized.
  - Make sure all machines are clean and running properly.
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07-2009/04-2011

KFC

Columbia Heights,  
MN

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### **Shift Lead**

- Make sure all employees are staying on task and work is accomplished on time.
  - Keeping track of all money in the tills and drops as well as safe drops at the end of the night.
  - Ordering stock as needed.
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06-2006/09-2011

Reroof America

Bloomington, MN

### **Roofer**

- Removing and repairing damaged areas of roofs or siding.
- Lying decking and shingles on new roofs.
- Ensuring proper clean up.

### **Education**

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2013-current

National American University

Brooklyn Center, MN

### **A.A.S in applied sciences**

- Majoring in business management.

### **References**

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References are available on request.