

Jeffrey Harders

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Work Experience

Lead Operator

Transfort - Fort Collins, CO

February 2015 to Present

As a lead operator for Transfort I am responsible for the safe operation of my bus as well as the training of new drivers. Also I give relief to the road supervisors as scheduled to provide field support to routes running at the time as well as to set up or remove closures as needed.

Driver

Curtis Spotting - Fort Collins, CO

June 2014 to February 2015

locate and move trailers from yard to dock and from dock to yard at large brewery

Area Field Manager

U-Haul - Fort Collins, CO

December 2007 to June 2014

Responsibilities

For the last 8 months I was responsible for overseeing daily operations of up to 24 independent rental locations. Including auditing paperwork and making sure that policies were being followed. Prior to this position I was the general manager at the Fort Collins company owned store for 6 years. There I oversaw the day to day operations of the rental/retail location to include installing towing equipment on vehicles, dispensing propane and making sure that customer service was at a high standard.

Accomplishments

In 6 years I ran a team that increased net profit of -\$3000.00 when I took over to ending the last full fiscal year I was there to \$100,000 in net profit. I formed the team that took the store to record heights in transactions on truck and trailer rentals, tow package installations, and moving supplies.

Skills Used

Customer Service, data entry, hands on mechanical knowledge of vehicle electrical systems, propane dispensing, forklift operations, telephone and interpersonal skills, management, ability to communicate to employees and to supervisors

Landscaper

HMS Contractors - Fort Collins, CO

May 2006 to October 2007

Responsibilities

daily clean up of large manufacturing plant, mowing operations and irrigation upkeep, as well as any other items that the other divisions of the company may need assistance with

Skills Used

knowledge of irrigation systems, attention to detail as the location was a food plant the cleanup of the outside of the building was high priority

Counter Sales / dispatcher

Sunstate Equipment Co - Fort Collins, CO

July 1999 to February 2006

Responsibilities

I was responsible for answering the phones and generating reservations for customers equipment needs. Creating rental contracts as well as closing out upon completion of rental. I was the dispatcher for 4 delivery trucks as well as one maintenance vehicle. Required to schedule delivery and pickup of equipment to customers thru out northern Colorado.

Accomplishments

incase in driver productivity as well as helped to increase revenue for the location

Skills Used

map reading ability, computer use primarily data entry, customer service, communications to drivers via radios in trucks,

Education

No degree attained in business management

Colorado State University - Fort Collins, CO

1991 to 1993

Diploma in Pre college

Thompson Valley High School - Loveland, CO

1988 to 1991

Skills

- Irrigation
- Mowing
- Flatbed
- Landscape Maintenance
- Mechanical Knowledge
- Driving

Certifications and Licenses

Class B CDL

March 2015 to May 2019

Air Brakes and Passenger endorsements on license

Forklift Certification

Assessments

Work Style: Reliability — Proficient

May 2020

Tendency to be dependable and come to work.

Full results: [Proficient](#)

Delivery Driver — Expert

November 2020

Interpreting instructions or signs and solving problems.

Full results: [Expert](#)

Retail Customer Service — Proficient

October 2020

Comprehending and responding to retail customer needs.

Full results: [Proficient](#)

Sales Skills — Expert

October 2020

Persuading reluctant customers to buy products or services, and influencing and negotiating with customers to meet sales goals.

Full results: [Expert](#)

Work Style: Conscientiousness — Highly Proficient

May 2020

Measures a candidate's tendency to be rule-abiding, well-organized, hard-working, confident, and think before acting.

Full results: [Highly Proficient](#)

Warehouse Associate — Highly Proficient

May 2020

Assesses the tendencies that are important for success in warehouse roles.

Full results: [Highly Proficient](#)

Mechanical Knowledge — Highly Proficient

May 2020

Understanding and applying mechanical concepts and processes.

Full results: [Highly Proficient](#)

Forklift Safety — Expert

November 2020

Best practices and safety hazards in forklift operation.

Full results: [Expert](#)

Attention to Detail — Proficient

December 2020

Identifying differences in materials, following instructions, and detecting details among distracting information.

Full results: [Proficient](#)

Workplace Safety — Expert

December 2020

Using safe practices at work.

Full results: [Expert](#)

Customer Focus & Orientation — Highly Proficient

December 2020

Responding to customer situations with sensitivity.

Full results: [Highly Proficient](#)

Delivery Driver Fit — Proficient

November 2020

Measures the traits that are important for successful delivery drivers.

Full results: [Proficient](#)

Customer Service — Proficient

December 2020

Identifying and resolving common customer issues.

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.