

Jeffrey Okerstrom

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Summary

Team player in the automotive industry with a can-do attitude and 4+ years of on-the-job experience. Excellent work ethic and a commitment to top performance.

Experience

Kitting Setup Support/ Material Handling

October 2015 - Present

Imagine Print Solutions - Shakopee, MN

- Set up job lines as instructed by the Supervisor
- Request all materials to be released from the Warehouse prior to job set up
- Electronically relocate all materials from their Bin Location to the designated line
- Manage the interdepartmental movement of materials, and electronically Bin Locate each item throughout the movement process
- Assist in line clearance and clean up as needed

Server

February 2015 - September 2015

Shish Restaurant

- Serve food to customers in a friendly and professional manner
- Provided great customer servers which resulted in returning customers
- Setup necessary items and clean up after closing
- Maintain all sanitation standards and food safety guidelines

General Merchandise, Presentation & Fulfillment

October 2011 - February 2015

Target Corporation

- Ensure product is set, in-stock and priced accurately
- Replenish inventory

Metal Finisher

July 2007 to November 2011

Ford Motor Company - Saint Paul, MN

- Employed wide variety of hand and power tools including grinders and sanders.
- Worked overtime, including evenings and weekends, to respond to emergencies and fix unsafe conditions.
- Promoted shop safety by working in a safe manner.
- Attended monthly safety meetings to ensure machine operation safety.

Forklift Operator/Dock Personnel

May 2005 - June 2007

North Star Surfaces - Saint Paul, MN

- Help maintain inventory for central warehouse of tools and supplies.
- Oversaw proper packaging of products.
- Picked, packed, received, and restocked products with forklift
- Carefully inspects freight for damage, verifies piece count and notates any discrepancies on the trailer manifest.

Education and Training

Christ's Household of Faith - Saint Paul, MN

High school diploma

Skills

- Extensive experience with grinders and sanders
- Multi-tasking
- Hand/power tools
- Fast learner
- Production line/assembly line
- Experienced forklift driver