

## Matt Johnson

186 Shetland Lane, Circle Pines MN 55014 Phone: 612-250-9845

### Skills

- Ability to follow directions & read maps
- Excellent GPS skills
- Inventory tracking
- Trained on pallet jacks & forklifts
- Excellent customer service skills
- Written & oral communication skills
- Terrific ability to follow complex directions
- Strong understanding of vehicle equipment
- Knowledge of blue prints, diagrams & floor plans

### Employment History

Bernick's

November 2017-July 2019

Merchandiser. Load merchandise onto trucks for delivery, assist with unload and backstock at point of delivery, provide excellent communication skills during deliveries with store associates at point of drop off. Use of pallet jacks during daily duties.

Auto Plus

December 2015-November 2017

Delivery driver of auto parts in Minneapolis and all northern suburbs. Full part orders for part stores, garages and private individuals; assists with pick-ups & returns of parts, and all associated tracking paperwork for inventory management.

Warning Lights

May 2015-November 2015

Shop helper/general laborer. Constructed & maintained road signs used by MnDot for various road construction & safety projects throughout the state. Used blue prints, diagrams and computer programs to accurately complete all signs in accordance with state guidelines. Forklift operation in the warehouse.

Fleet Farm

July 2008-May 2015

Automotive & Farm Department associate. Provide excellent customer service, rotate & stock merchandise on the shelves according to plan-ograms, keep updated on all sales & specials, demonstrate in depth knowledge of various products & their uses for each department, back up cashier as needed. Forklift operation during stocking.

Napa Auto

July 2000-May 2008

Delivery driver & Customer Service Rep. Deliver throughout Columbia Heights and surrounding area to private clients, garages and part stores. Use inventory

management to track all parts when leaving the store, cashier, assist clients in store with parts locations & explanation of use. Research parts availability for clients on the computer inventory system.