

# Michael Kelly

Denver, CO

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303-322-8502

Authorized to work in the US for any employer

## Work Experience

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### **Forklift Operator**

Prologistics Staffing Agency - Denver, CO

September 2016 to Present

- Safely operate different types of forklifts.
- Keep picking locations full by utilizing RF Scanner for inventory replenishment.
- Load/unload containers, utilizing safe body mechanics.
- Inspect and count incoming shipments.
- Perform inventory "put aways" utilizing scanner.
- Ensure that warehouse is organized and cleaned to maintain a clean and safe working environment.
- Prepare and package orders
- Ability to work in a deadline drive, fast paced environment..while still having fun!

### **Forklift Operator/Material Handler**

Grainger - Lakewood, CO

August 2017 to April 2018

- Unloads inbound shipments, checks inbound materials in, receives material into the prelude system, labels, and puts away materials with a barcode scanner
- Prioritizes the cable cut planning and processing
- Manages the reporting of scrap cable
- Identifies small parcel, full truckload, less than truckload, heavy weight air, will call/customer pickup orders and routes them to the appropriate shipping area.
- Processes packages via the small parcel shipping terminal
- Sets pickup appointments, loads orders, obtains signatures and confirms will call orders
- Loads small parcel and truck shipments
- Additional job duties can be added at anytime

## Education

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### **High school or equivalent**

Emily Griffith Opportunity School - Denver, CO

## Skills

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Cherry Picker (10+ years), Forklift (10+ years), Forklift Operator (10+ years), Inventory Control (8 years), RF scanner (8 years), Pallet Jack (10+ years), Shipping (10+ years), Warehouse (10+ years), Shipping And Receiving (10+ years)

## Certifications/Licenses

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### **Forklift Certified**

January 2018 to January 2018