

Robert M. Nelson

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Objective

To obtain a position that uses my organizational, communication and supervisory skills that will enhance a company's bottom line.

Work Experience

Veritas (Buffalo Grove, IL)

Inventory Control Specialist/Machine Operator (March 2012-September 2012)

- Provided inventory to cycle counts on a daily basis
- Verified customer supplies were at the correct level for machine operators
- Checked that printing was accurate and professionally done for customers

Carson Pirie Scott & Company (Lombard, IL)

Dock Hand (October 2010 - March 2011)

- Unloaded trucks in a timely manner
- Stocked all departments
- Assisted managers as needed

CD One Price Cleaners (Crystal Lake, IL)

Management Trainee (October 2009 - January 2010)

- Opened new Crystal Lake, IL store

John B. Sanfilippo & Sons (Crystal Lake, IL)

Shipping and Receiving Supervisor (August 2006-November 2008)

- Supervised a crew of 10
- Managed both dock and office activities
- Worked closely with supervisors and managers to reach daily goals
- Coordinated with multiple facilities to arrange hot loads as needed

United Visual Aids, Inc. (Itasca, IL)

Shipping and Receiving Manager (February 1990-July 2004)

- Organized incoming and outgoing freight
- Supervised two dock employees and one driver
- Coordinated route driver with repair department for pick ups and deliveries
- Coordinated out of area freight with trucking companies or UPS

BUK Trucking Company - Dock Hand (November 1988 - January 1990)

Gross Trucking Company - Dock Hand (January 1988 - July 1988)

Halls Trucking Company - Dock Hand (May 1986 - March 1987)

7-11 - Clerk (June 1985 - 1986)

Fertig March - Packer (August 1983 - March 1985)

Skills

- Certified forklift trainer and driver
- Trained in scanning

Education

U.S. Army (1980 - 1983)

Steinmetz High School, Chicago (1980)