

Marquis Pittman

DeKalb, IL

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WORK EXPERIENCE

LTO

Exel Logistics - Aurora, IL - December 2011 to Present

Use forklift to pick product and move product around warehouse to help warehouse efficiency while maintaining the expected rate of work

- Unload product of trucks and locate the proper location to place product in order to achieve maximum efficiency
- Pick, move, unload trucks and load trucks while using Red Prairie system

Roofer

Pinkston & Tadd Construction - DeKalb, IL - July 2010 to November 2011

Repair many different types of roofs

- Help insure organization of workshop
- Work with others to complete daily tasks

Enumerator

United States Census Bureau - DeKalb, IL - April 2010 to May 2010

Collected data for over 250 individuals

- Organized questionnaires for over 150 households
- Developed ways to be efficient in collecting data
- Communicated effectively with different ethnicities to insure all possible data is collected

Lead Porter

Joyce Superstore - DeKalb, IL - February 2006 to August 2007

DeKalb, IL, February 2006 - August 2007

- Prepared cars for purchase or pick-up
- Assisted service workers to provide efficiency
- Provided manager with records of daily activities
- Created schedules for porters

Ideal Industries - DeKalb, IL - December 2005 to January 2006

Worked assembly line in warehouse

- Helped in production of pipe benders
- Met daily production deadlines

Inspector

Motorola - Schaumburg, IL - April 2005 to September 2005

Inspected over 40 phones daily to insure proper functioning

- Supplied daily logs for inspected phones
- Followed precise list in the inspection of phones
- Maintained organization to achieve daily minimum

EDUCATION

B.S. in Economics

Northern Illinois University - DeKalb, IL

ADDITIONAL INFORMATION

COMPUTER SKILLS

Windows XP, 98, 2000, Vista and Microsoft Word, Power point, and Excel

Familiar with hard and soft tokens

Have experience using red prairie and matrices