

Reggie Coleman

Dayton, OH 45405

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Dedicated and competent general laborer with great physical endurance and strength. Good hand-eye and brain coordination required to handle precise work. Results-oriented and friendly, with the capacity to collaborate with the client's objectives.

Work Experience

Security Officer

Moon Light Security Services - Dayton, OH

January 2024 to Present

As a Security guard I was trained to observe and identify suspicious activity, and respond effectively to potential threats like terrorism, vandalism, sabotage, trespass, theft, and security breaches

Machine Operator

Pratt industries - Vandalia, OH

February 2022 to January 2024

As a Machine operator I was responsible for the installation, operation, and maintenance of machinery used in manufacturing and production, Setting up and maintaining machines, Quality control, Routine maintenance and Health and safety.

Supervisor

SIS - Dayton, OH

November 2018 to January 2022

I established daily, weekly and monthly objectives and communicate them to employees, manage the workflow by assigning responsibilities and preparing schedules, I would guide and coach employees, monitoring their productivity, oversee safe use of equipment and schedule regular maintenance, perform verification of production output according to specifications, prepare reports on performance and progress and present them to senior managers. Trained to detect issues in efficiency and suggest improvements, consult new employees on how to safely use machinery and follow procedures, ensure strict adherence to safety guidelines and company standards

Forklift Operator/Material Handler

Fuyao Glass America - Dayton, OH

June 2015 to February 2017

As a professional Forklift Operator I was responsible for moving goods around the warehouse. I did this by using a forklift to unload deliveries from trucks and stack boxes for storage purposes throughout a warehouse and other industrial property.

Assistant Manager/Forklift Driver

Chemical Station - Dayton, OH

2015 to 2016

As the Chemical Operator I was trained to work as an integral part of the production team and was responsible for retrieving, weighing, and mixing chemical ingredients, monitoring equipment during the chemical process, repairing machinery if problems arise, recording information about equipment and compounds.

Education

GED

Previously Thompson Institute - Philadelphia, PA
September 2006 to August 2007

Trade School in Electrician

Thompson Institute - Philadelphia, PA
September 2006 to August 2007

Skills

- Customer service
- Forklift
- Management
- Freight Experience
- Materials Handling
- Logistics
- Marketing
- Order Picking
- Shipping & Receiving
- Pallet Jack
- Warehouse Experience
- Order Picker
- RF Scanner
- Merchandising
- Reach Truck
- Maintenance
- Warehouse Management
- Packaging
- Forklift
- Customer service
- Security
- Warehouse management
- Manufacturing
- Plastics blow molding
- Marketing

- Mentoring
- Custodial experience
- Commercial cleaning

Certifications and Licenses

Forklift Certification

Driver's License