

Terry J. Colley
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PROFESSIONAL SUMMARY AND QUALIFICATION

I am a motivated and enthusiastic individual experienced in a production and warehouse environment seeking a position where I can fully utilize my training and forklift certification, and equipment experience. I want to secure a challenging position in a reputable organization to expand my learning, knowledge, and skills. In addition to securing a stable career opportunity, while contributing to the success of this company.

- Meticulously detail-oriented
- Excellent Physical Shape and can lift over 50 pounds constantly
- Team player with a friendly positive attitude
- Excellent interpersonal skills
- Multitasking and organizational skills
- Strong aptitude for learning

PROFESSIONAL SKILLS AND EXPERIENCE

Production Associate 11/2024 – 01/2025
AeroTech Staffing/TruStile Doors | Denver, CO

- Worked with a daily production team building high demand doors at TruStile.
- Physical job that required teamwork and 12 hour work shifts.

Warehouse Clerk 07/2024 – 11/2024
Tool Country | Denver, CO

- Received incoming and outgoing freight of tool construction materials in a warehouse.
- Forklift Certified and experienced with both electric and diesel lifts, experience also with cherry picker, hand pallet jacks.

Warehouse Clerk 10/2020 – 03/2024
FCI Florence | Florence, CO

- Moved incoming or outgoing merchandise throughout the distribution center by hand and forklifts
- Checked, verified, and audited merchandise to ensure that ordered merchandise was received and that merchandise was as ordered and not damaged or defective
- Continuously trained regarding new procedures which resulted in less errors
- Worked closely with warehouse supervisors to ensure all equipment USP Atlanta | Atlanta, GA
- Produced components by assembling parts and subassemblies
- Assembled components by examining connections for correct fit, fastening parts and subassemblies
- Documented actions by completing production and quality forms
- Resolved assembly problems by altering dimensions to meet specifications, notifying supervisor to obtain additional resources

EDUCATION & CERTIFICATIONS

GED 08/2024
Forklift Certification Tool Country