

**Thomas Lee Kirven**  
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**Summary:**

I have years of experience as a warehouse associate. I specialize in forklift operator and compact driver / warehouse associate!

**Personal Skills:**

Multi-tasking, team player, problem solving skills, great communication skills, time management/efficiency, leadership

**Work Experience:**

**Minnesota Knitting Mills- Mendota Heights, MN- temp job**

**Northern Tool- Savage, MN- temp job**

**Prostaff- Burnsville, MN**

October 2017- February 2017

Responsibilities: Cherry picker, wash and dye hats repetitively,

**Becker Arena- Savage, MN- temp job**

**Imagine Print Solutions- Shakopee, MN- temp job**

**Personal Resources- Bloomington, MN**

September 2016-October 2017

Responsibilities:

Building hockey rinks, Print an inquiry, KIF, and E-ticket from the psi system for the job running that day. Perform a line check (making sure all codes match and all the product is on the line). As well as managing staff running the line and making sure all production is correctly in place.

**General Laborer/Machine Operator**

**Mississippi Dunes Golf Links - Cottage Grove, MN**

April 2017 to July 2017- Seasonal

Responsibilities:

Operate all machinery on the golf course including vehicles, install sprinkler systems, prepare the weddings, and maintain all the greens on the course.

**Warehouse Associate/Forklift Operator**

**JR's Advanced Recyclers- Inver Grove Heights, MN**

February 2013 to March 2014

Responsibilities:

Load/unload trucks, operate forklift and compactor, sort and package materials, maintain warehouse, keeping count of all tools, saws, and batteries being used by employees, keeping all entry ways and garage doors clear of snow and trash at all times

**Furnace operator/ forklift driver**

**Metal treaters Incorporated - Saint Paul, MN- temp job**

**Team Personnel- Minneapolis, MN**

September 2012 to February 2013

Responsibilities:

Load /unload materials, treat/heat all the metals on the work order, making sure the furnace is operating properly, keep tally on all damaged parts for that day, driving the forklift

**Education:**

G.E.D.

M.T.S Technical High school- Minneapolis, MN

2006 to 2007