

Tijuan Franklin

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Summary of Qualifications

- Lift truck certified
- Pays attention to detail
- Flexible and dependable
- Works well in a team setting
- Results oriented
- Responsible & Dedicated

Relevant Experience

Production

- Worked in team setting to meet quota of folding and packaging Mylar balloons and posted totals
- Monitored product for exact size to be placed into packaging and removed/replaced damaged product
- Maintained supplies and restocked assembly bins with necessary materials to complete daily goals
- Consistently met and exceeded daily quotas and maintained standards of excellence in performance and team work
- Unpacked and examined incoming shipments, rejected damaged goods, recorded shortages, and corresponded with shipper to rectify damages or shortages; verified and kept records on incoming and outgoing shipments
- Scanned and picked items so specific orders can be built and shipped to consumers

Order Picker

- Received and counted stock items; recorded data manually or using computer
- Packed and unpacked items to be stocked on shelves in stockrooms, warehouses, or storage yards
- Stored items in an orderly and accessible manner in warehouses, tool rooms, supply rooms, or other areas
- Marked stock items using identification tags, stamps, electric marking tools, or other labeling equipment
- Cleaned maintained supplies, tools, equipment, and storage areas in order to ensure compliance with safety regulations
- Determined proper storage methods, identification, and stock location based on turnover, environmental factors, and physical capabilities of lifting 75 pounds or more
- Kept records on the use and/or damage of stock or stock handling equipment
- Examined and inspected stock items for wear or defects, reporting any damage to supervisors

Forklift Operator

- Manually or mechanically load and unload materials from pallets, skids, platforms, cars and other lifting devices
- Positioned lifting devices under, over, or around loaded pallets, skids, boxes, and secure material or products for transport to designated areas
- Inspected load for accuracy, and safely moved around warehouse or facility to ensure timely and complete delivery
- Moved levers and controls that operated lifting devices, such as forklifts, lift beams and swivel-hooks, hoists, and elevating platforms to load, unload, transport, and stack material
- Weighed materials or products, and recorded weight and other production data on tags or labels
- Performed routine maintenance equipment, such as cleaning, lubricating, recharging batteries, fueling, or replacing liquefied-gas tank

Employment Experience

Order picker/builder Present	Minnor Industries, Roseville, MN	2019-
Construction Worker 2018	Thor Construction, Minneapolis, MN	2017-
Material Supply	EA Sween, Eden Prairie, MN	2015-2017

General Labor	Atlas Staffing, Minneapolis, MN	2014-2016
Supervisor of Refuse	TFG LLC, Minneapolis, MN	2011-
2014		

Education

Forklift Certified	National Safety Council, Saint Paul, MN	2019
Summit Academy	General carpentry	2017
M.C.T.C	General Education, Minneapolis, MN	2010-
2011		
General Education Diploma	Department of Education, Roseville, MN	2008