

# TREYVON SANDERS

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Certified Forklift Operator and Warehouse Distribution Specialist with a background in general labor, seeking to take the next career step in management with a respected organization. Skilled in operating heavy machinery to transport raw materials and finished goods within warehouses and job sites with the ability to perform preventative and repetitive maintenance on industrial equipment to sustain warehouse operations. Strong leadership skills that enable the achievement of production goals and advance workplace safety initiatives.

## SKILLS

- Warehouse Operations
- Quick learner
- Trained to operate equipment and machinery
- Inventory Management
- Time Management
- Safety Management

## EXPERIENCE

**2/2018 - 10/2018**

**ORDER SELECTOR ASSOCIATE- REXEL USA/ DENVER, CO.**

- Received material coming into the building by vendors, customers, or other warehouses accurately and promptly.
- Assembles and fills orders to be shipped to customers or other division
- Assisted with Receiving, loading and shipping inventory
- Contributed to a culture and environment focused daily on employee safety and a safe work environment. Assume responsibility for immediately addressing safety concerns.

**10/2015 - 5/2017**

**WAREHOUSE ASSOCIATE- AMERICAN FURNITURE WAREHOUSE/ ENGLEWOOD, CO.**

- Support warehouse operation workflows by receiving and shipping, loading and unloading goods, and transferring completed products and raw materials to designated storage areas.
- Use automated systems and RF units to manage inventory. Use heavy machinery and equipment, including forklifts, high pickers, pallet runners and jacks. Manage warehouse operations and maintain workflows and production schedules in alignment with company policies and federal regulations such as OSHA
- Developed and implement safety polices to maintain accident-free work place. Provided training to new employees in forklift operations to help them obtain certification.

**2/2015 - 10/2015**

**LANDSCAPING EMPLOYEE- BALCO LANDSCAPING/ AURORA, CO.**

- Operated all ground and gardening equipment safely and efficiently.
- Operated lawn irrigation systems including maintenance on a regular basis.
- Performed a variety of tasks such as; Irrigation, Sod, Retaining Walls/Paths, Fence Repair and snow removal
- Assisted with training and coaching new landscape staff.

## EDUCATION AND TRAINING

**MAY 2011**

**HIGH SCHOOL DIPLOMA- GATEWAY HIGH SCHOOL/ AURORA, CO.**

- Coursework in Woodworking
- Coursework in Fundamentals of Web Design

- Trained and OSHA-certified Forklift Operator