

Venessa Whitley

Hard worker, dependable, fast in production, leader, follower, team player, independant, proficient, joyful, spiritual.

Brooklyn Park, MN

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Im a hard worker that loves to finish any project i start. I take pride in being on time and being productive.

WORK EXPERIENCE

Material Handler/ Customer Service

St. Jude Medical - Minnetonka, MN - September 2012 to July 2013

Responsibilities

Set up jobs for material packers, load and unload trucks, kept warehouse clean and free for safety.

Accomplishments

I took on a position that helped our TEAM work faster and more proficient.

Skills Used

Organizational skills

Solving problems

Managing material

carpenter

Walsh - Chicago, IL - April 2011 to August 2011

Building forms, sidewalk crew, maintaining and organizing material in yard,keeping all machines oiled,gased and clean ready for use.

site: Saint Paul,mn LIGHTRAIL PROJECT on University

Roofer

Stock Roofing - Fridley, MN - March 2009 to April 2011

tearoff crew, laying rubber or hot tar with rocks on roof for repairs, clean and maintain yard and warehouse wher materials re stored, safty watch on sites.

GREEN ROOF on top of Target center

Janitor

Capital Retail Services - Lake Zurich, IL - January 2008 to April 2009

cleaning and organizing cubicles at Macys Department Stores.

Laborer

Meyer Contracting - Forest Lake, MN - July 2006 to November 2008

excavation crew, digging trenches, cleaning storm drainage, reconstruction of 35w bridge

EDUCATION

Certificate in Carpentry

Saint Paul College - Saint Paul, MN
2011 to 2012

SKILLS

Im skilled at being safe, cleaning and organizing. I have excellent typing skills 35-45 wpm and I get along well with others. knowledge in Microsoft Windows and various Software. Excellent people skills. Great Customer Service representative.

ADDITIONAL INFORMATION

Thank You for accepting my application and i would love to work for your company. I would make a great fit and i will be proficient at ALL i do.