

**September 2018- current**

**Dexter magnetics**

**Job title: Shipping Clerk**

Responsibilities include:

- Scheduling trucks for pick. UPS FedEx etc
- Picking and packing
- Consolidating and organizing warehouse
- Issuing Parts
- Forklift driver
- Inventory
- Assembly

**May 2018 – September**

**First Student bus company**

**Job title: First year apprentice auto mechanic**

Responsibilities include:

- Oil Changes
- Break Jobs
- Inventory

**October 2017– May 2018**

**Top Hat Logistics**

**Job title: Warehouse supervisor**

Responsibilities include:

- Leading a team of 6 individuals
- Shipping and receiving
- Inspecting all product coming and going
- Scheduling trucks with the driver
- Assembly
- Assigning projects to team members

**February 2014 - 2017**

**Suddath Relocation Systems / Matrix Fitness Equipment**

**Job title: Supervisor**

**Responsibilities include:**

- Leading a team of workers in assembling exercise equipment
- Ability to smoothly run the warehouse when my higher-ups were off premise
- Became a licensed forklift driver
- Ability to lift over 50lbs multiple times a day
- Responsible for organization and cleanliness of the warehouse
- Making the schedule and assigning job

**February 2001 – November 2013**

**TD Enterprise Flooring**

**Job title: Supervisor**

**Responsibilities Include:**

- Responsible for installing carpet at client's homes and offices, often independently
- Acquired superior customer service skills and various construction skills
- Responsible for closing out transactions once the job was complete

**November 2000 – December 2001**

**Value City Department Store**

**Job Title: Floor Lead/Warehouse lead**

- Responsible for receiving all shipments and organizing them by department and item
- Acquiring customer service skills as the need arose
- Followed instructions from managers and supervisors, which differed by day
  
- Licensed forklift driver

- Sitdown, Reach and Stand Up forklift
- Ability to read blueprints
- Flooring expertise
- Carpentry expertise
- Demolition experience
- Customer service expertise
- Leadership skills
- Problem solving skills
- All around hard worker
- Very punctual
- RF scanner
- computer skills
- Epicor
- UPS and FEDEX Shipping programs