

Courier Delivery Driver

ROBERT SMITH

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Objective

Passionate, insightful, and resourceful Courier Delivery Driver with 4 plus years of experience providing courier delivery services. Strong level of directional skills to complement familiarity with local roads and neighborhoods. Friendly and knowledgeable able to help answer questions and solve problems quickly. Genuinely pleasant attitude with staff and customers. Highly responsive, often running urgent orders throughout the day. Rarely downtown to keep up with all demands.

Skills

Customer Service, Expertly Trained In Fire Arms Handling, Materials Management, CPR, Microsoft Office

Work Experience

Courier Delivery Driver

ABC Corporation - October 2016 - Present

- Maintaining the commitment of delivering and picking up packages along with providing exceptional customer service.
- Assisting customers face-to-face and over the telephone concerning packages and other FedEx services.
- Offloading cans and lifting heavy boxes, up to 70 pounds, and move boxes that weigh over 150 pounds with the necessary equipment.
- Handling hazardous packages and will need to exhibit proper precautions and care.
- Sorting packages in accordance to drop off points and the route taken, loading the vehicle with packages for delivery in the area assigned.
- Properly arranging boxes and other parcels to ensure the safety of the vehicle and packages and fitting the number of packages that will be delivered during the trip.
- Operating vehicles, usually large trucks, while transporting, delivering, and picking up packages.

Courier/Driver

ABC Corporation - February 2015 - October 2016

- Maintained inspection and safety of cargo performed duties in accordance with company policy and procedures.
- Responsible for picking up, separating, and distributing mail from and to each floor accordingly.
- Utilized iPad technology to track data when a customer receives medication.
- Trained in HIPAA and understood privacy and confidentiality requirements while working in the healthcare field.
- Performed the delivery tasks and pick-up of customer material in a polite, resourceful and professional manner.
- Operated vehicle for the delivery of packages, supplies, products, and materials.
- This is Dummy Description data, Replace with job description relevant to your current role. In case if you dont need it you can delete it.

Education

Diploma - September 2007(Friendly High School - Fort Washington, MD)High School Diploma in Leadership - 2011(School I)