

# ROBERT SMITH

## Assistant Home Delivery Driver I

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Highly motivated and skilled individual, seeking an opportunity in the Warehouse/Distribution environment, where can contribute quality, a commitment to providing excellent customer service. Core Attributes: Forklift Operator Order Picker/Selector Delivery Driver Pallet Jack Operator.

### 2006 - 2007

#### ASSISTANT HOME DELIVERY DRIVER I - ABC CORPORATION

- Processed returned product and reschedule deliveries.
- Communicated delivery times and address questions and concerns about the delivery process with customers.
- Reviewed daily delivery route of stops for cost per stop efficiency and time management.
- Maintained and organized home delivery paperwork and prepare the daily manifest.
- Partner edwith supervisor and manager to coach and train store on company processes related to home delivery services.
- Assisted the inventory department with daily processes and paperwork.
- Supported the asset protection department with break and lunch coverage.

### 2001 - 2006

#### HOME DELIVERY DRIVER - ABC CORPORATION

- Unloading of News paper truck, sort and pack news paper, maintain a clean and organize area.
- Deliver news papers.
- Having news papers delivered before customers wake up in the morning.
- Skills Used Team player.
- Bending and lifting.
- This is Dummy Description data, Replace with job description relevant to your current role.
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## EDUCATION



## **SKILLS**

Forklift Operator, yard manager, Time Management.