

Robert Smith

Lead Man II

PERSONAL STATEMENT

To obtain a Lead Man position where can use professional skills developed through education and work experiences.

WORK EXPERIENCE

Lead Man II

ABC Corporation - June 2004 - March 2006

Responsibilities:

- Organizes men and material.
- Fills out weekly time sheets.
- Orders all material needed for the job.
- Determines work schedules according to the pace of the job with other contractors.
- Operates backhoe, trencher, all terrain scissor lift, battery operated scissor lift, all terrain forklifts.
- Installs conduits underground.
- Coordinates with the power company regarding the incoming power to the site.

Lead Man

Delta Corporation - 2002 - 2004

Responsibilities:

- Instructed driver training for 26 foot bob tail truck.
- Intra and Inter-state shipment deliveries and pick ups.
- Facilitated and managed time sheets for employees, Bill of Lading for shipments and Military storage for inbound and outbound.
- Inventory for Wheaton shipments.
- To oversee day to day operations and manage office and payroll.
- Manager of the RD shop. We built molds for production parts Lead Man Tracker Marine Groups Miami, OK June 2005-April 2012 Shop ass.
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Education

Bachelor's in Multidisciplinary Studies - 2011(Grantham University)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Heavy Equipment
Operator, Electrical,

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company
Name)
Reference - 2 (Company
Name)