

Robert Smith

Material Handler II

PERSONAL STATEMENT

Over 8+ years of experience as a Material Handler. Seeking a challenging role that will offer me the opportunity to expand my career and contribute to the success of a global supply chain organization.

WORK EXPERIENCE

Material Handler II

ABC Corporation - October 2012 - Present

Responsibilities:

- Responsible for day to day receiving, shipping, warehouse, and inventory activities.
- Ensuring that receiving has unloaded, checked for damage and entered in the sap ERP system in a timely manner.
- Training on electric and propane standup, sit down side load and heavy forklifts.
- Participating in a 5s team resulting in 50% reductions in picking material for the productions line. Also, included in custom pick carts to minimize material on the production line.
- Able to process receipts, inventory transactions of material in designated shelf locations to the production floor locations.
- Providing assistance or direction to other stockrooms, warehouse, or storage yard workers.
- Examining and inspecting stock items for wear or defects, reporting any damage to supervisors.

Material Handler

ABC Corporation - July 2011 - September 2012

Responsibilities:

- Maintain inventory accuracy check incoming bills of lading of material for damage and accuracy.
- Investigated and resolved employees issues and complaints regarding operational matters handled all queries in a professional manner
- Communicated with the support team and implemented the organizations operational guidelines standards and policies.
- Monitored and managed operational activities.
- Documented and prepared reports.
- Quickly and effectively solve customer challenges.
- Maintain quality control/satisfaction records, constantly seeking new ways to improve customer service.

Education

High School Or Equivalent - 2005(Benton High School - Benton, PA)HS- 1992(Sumter County High School - York, PA)Merit in Computer Excellents - 2004(Adult Education - Dermot, Arkansas)

CONTACT DETAILS

1737 Marshville Road,
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SKILLS

Microsoft Office, PC,
Mac, Final Cut Pro,
Forklift, Video Editing,
Audio Editing,
Management,
Landscaping, and
Warehouse.

LANGUAGES

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

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

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