

ROBERT SMITH

Shipping Operator

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Shipping Operator with 2+ years of experience in performing all necessary shipping functions to include packaging, labeling, generating documents, and scheduling of freight carriers. Responsible for involving the shipping of various chemicals and batteries.

CORE COMPETENCIES

Excellent Organizational Skills, Great Attention to Detail Communication Skills.

PROFESSIONAL EXPERIENCE

Shipping Operator

ABC Corporation - May 2006 – February 2008

Key Deliverables:

- Responsible for maintaining records of each shipment, including the type, weight, destination, and date.
- Documented each shipment along with photographing each shipment prior to and after it has been loaded onto the trucks for shipment.
- Operated the weights and scales to ensure that each truck leaving met guidelines.
- Moved, packed metal from packing tables to shipping areas utilizing an overhead crane.
- Prepared boxes and bundles for shipment to customers.
- Properly read and executed "pick ticket" loading instructions and recognized the distinction between products.
- Executed standard operating procedures when loading trucks and railcars.

Shipping Operator

Delta Corporation - 2009 – 2010

Key Deliverables:

- Responsible for planning and executing work operations in accordance with established procedures, guidelines, complaints with F.E.T Organizations.
- Prepared product for shipping per various packaging requirements.
- Cultivated a positive and motivating work environment.
- Operated industrial grab truck on a daily basis -Loaded paper rolls into containers and railcars following specific customers.
- Counted boxes for shipping and palletizing. Made load tags for shipments Bundle and shrink wrap finished goods.
- Assisted Pharmacists in the Quality Control Area, accurately and efficiently pack Patient orders and prepared medication orders for shipment.
- Processed batches as well as raw material blending, Filtering, transferring, and loading product per client material request.

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EDUCATION

Auto Mechanics - January 2000(Mercer County Career Center - Mercer, PA)

