



Andre Wynn Jr

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PROFESSIONAL SUMMARY

Safety-oriented Forklift Operator knowledgeable about proper handling of heavy machinery, pallet jacks, cherry pickers and forklifts. Works well independently and as part of team. Excellent interpersonal communication skills. Industrious Forklift Operator trained in all aspects of shipment inspections and transportation. Versed in using scanners and warehouse management systems (WMS) to promote safe and on-time shipment and delivery. Strong and robust individual comfortable lifting up to **Number** pounds and operating all job-related equipment such as shrink wrap machines. Hardworking and passionate job seeker with strong organizational skills eager to secure entry-level **Job Title** position. Ready to help team achieve company goals. Reliable employee seeking **Job Title** position. Offering excellent communication and good judgment.

SKILLS

- Storage and Stacking
- Heavy Machinery Operation
- Time Management
- Customer Experience
- Forklift Operator Certification
- Teamwork and Collaboration
- Customer Satisfaction
- Physical Strength and Stamina
- Verbal and Written Communication
- Forklift Operation
- Loading and Unloading
- Material Handling
- Pallet Disassembly and Assembly
- Pallet Construction
- Shipment Processing
- Inventory Counts
- Wrapping and Banding
- Palletizing

WORK HISTORY

WAREHOUSE CLERK /FORKLIFT DRIVER 05/2021 to CURRENT

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- Wrapped pallets in plastic wrap and attached merchandise tags to prepare for shipping.
- Unloaded and stacked materials by raising and lowering lifting devices.
- Removed orders from storage, wrapped and staged for shipments.
- Maneuvered forklift safely in congested and confined areas using **Skill and Technique**.
- Received cargo by lifting and moving it using hand trucks and pallet jacks.
- Packed items into appropriate containers for shipment.
- Communicated with floor managers to determine merchandise placement.
- Boosted team performance by moving materials with forklifts, cranes and other equipment.

SHIPPING ASSOCIATE 10/2020 to 05/2021

Adecco | Newnan, GA

- Packed and labeled boxes with maximum efficiency.
- Assisted staff in shipping processes such as proper handling and storage.
- Checked bills of lading, outgoing package paperwork and other documentation for accuracy.
- Inspected merchandise and sent damaged pieces for repair before shipment.
- Orchestrated routing by producing accurate shipping documentation and package labels.
- Operated equipment such as forklifts and balers to move outgoing shipments to loading area.
- Reviewed order data to verify transactions and shipping dates.
- Packed, secured, labeled and applied postage to materials to prepare items for shipment.
- Moved shipment materials to and from designated areas using lift and hand trucks.
- Verified orders by comparing names and quantity of items packaged with shipping documents.
- Worked effectively with shippers to resolve shipment issues, damaged materials and shortages.
- Handled day-to-day shipping and receiving overseeing more than **Number** packages per day.

EDUCATION

N/a | N/a 08/2016
East Coweta High School, Sharpsburg, GA

CERTIFICATIONS

- Certified Warehouse/shipping forklift operations , hellofresh -
- **Area of expertise** License - 9/22/2021- til now