
Electric Pallet Jack Operator Resume

Job Objective

Seeking a challenging position as an Electric Pallet Jack Operator where my skills and knowledge will add value to organization.

Highlights of Qualifications:

- Substantial experience of operation, control, and maintenance of electric pallet jack
 - Extensive knowledge of product loading, handling, labeling, and storage practices
 - Commendable knowledge of occupational safety guidelines and procedures
 - Familiarity with basic math, warehouse management, and RF scanner operations
 - Ability to read and understand written instructions and product labels, correctly
 - Ability to obtain and maintain all required certification related to work
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Professional Experience:

Electric Pallet Jack Operator
Vistar, Charleston, SC
August 2012 – Present

Responsibilities:

- Picked up, labeled, and stacked all requested products on designated pallets.
- Stored and moved all assigned loads to intended locations, carefully and properly.
- Checked, operated, and maintained the pallet jack equipment and RF units.
- Maintained workplace safety and followed established safety guidelines.
- Cleaned assigned work area and removed empty pallets and containers, properly.
- Attended and participated in all relevant company safety programs.

Electric Pallet Jack Operator
Coin Wrap, Inc., Charleston, SC
May 2009 – July 2012

Responsibilities:

- Placed and stored all assigned products in designated storage areas and racks.
 - Selected, stacked, and moved all requested orders for shipment, as directed.
 - Operated and maintained all assigned electric pallet-jack equipment and RF scanners.
 - Built and maintained effective working relationship with all coworkers.
 - Interpreted and complied with all applicable company SOPs and policies.
 - Monitored and maintained the safety and cleanliness of assigned job site.
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Education:

Associate Degree in Electrical Engineering
Tri-County Community College, Murphy, NC

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