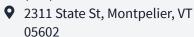
Chelsea Cleves

Forklift Operator

<u>chelsea.cleves@gmail.com</u>



(153) 453-6637



Education

High School Diploma at Champlain Valley Union High School, Hinesburg, VT

Sep 2015 - May 2019

I have learned to communicate effectively, to think critically, and to solve problems.

Links

linkedin.com/in/chelseacleves

Skills

Forklift Operation

Warehouse Management

Inventory Control

Shipping and Receiving

Order Picking and Packaging

Loading and Unloading

Languages

English

Bengali

Hobbies

Listening to music Watching television Organizing

Profile

I am a certified Forklift Operator with over 3 years of experience. I have operated all types of forklifts in warehouse and manufacturing settings. I am safety-conscious and take pride in my work. I have been commended by my supervisors for being an efficient operator who gets the job done right.

Employment History

Lead Forklift Operator at Hyster-Yale Group, VT

May 2022 - Present

- Led a team of 4 forklift operators in a high-volume distribution center.
- Safely operated a sit-down propane forklift for 10+ hours per day.
- Met or exceeded daily production quotas for picking and packing orders.
- Maintained 99% accuracy rate in scanning and selecting inventory items.
- Trained 2 new hires on properforklift operation procedures.
- Continuously received positive feedback from supervisor regarding job performance.

Forklift Operator at Crown Equipment Corporation, VT

Jul 2019 - Apr 2022

- Successfully operated a sit-down forklift to move, locate, relocate, and stack pallets of merchandise in the warehouse.
- Maintained safety as top priority while completing all tasks assigned during each shift.
- Expertly maneuvered around tight corners and spaces in order to avoid damage to product or equipment.
- Loaded and unloaded trailers full of products weighing up to [X] pounds using a forklift safely and efficiently.
- Worked quickly and accurately under time constraints in order to meet deadlines set by management.
- Stacked pallets of merchandise onto racks that were up high off the ground, using the reach function on theforklift.

Certificates

Certified Forklift Operator

Nov 2020

Certified Warehouse Associate

Feb 2019

Memberships

National Forklift Safety Day

International Powered Access Federation