

Arnold Burnside
(111) 111-2233
a.burnside@email.com
123 Banana Road, Richmond, VA 23173

Profile

Diligent high school graduate with an understanding of the responsibilities that come with operating heavy machinery. Team player and fast learner who quickly picks up how to use and troubleshoot pieces of equipment, from handheld tools to heavy gear. Through an internship, have taken part in hours of training that involved driving forklifts as well as observing and assisting experienced operators in a warehouse setting.

Key Skills

- Working knowledge of standard forklift models
- Spotting and warning of safety hazards
- Able to load, unload and stack pallets
- Can use handheld scanners to log shipments
- Ability to detect maintenance issues and communicate regarding them

Education

High School Diploma

RICHMOND HIGH SCHOOL Richmond, VA, September 2016 - June 2020

Succeeded in the school's vocational Construction and Manufacturing Trades Program

Coursework completed:

- Industrial Safety and Best Practices
- Basic and Advanced Machine Maintenance
- Heavy Equipment Operation

Professional Experience

Warehouse Operations Intern, EEE Manufacturing Co., Richmond, VA

July 2020 - December 2020

- Gained on-the-job training in forklift operation and maintenance from professional drivers
- Observed and participated in loading and unloading of shipments
- Participated in safety checks and ensured that all company safety protocol was followed during operation
- Used a shrink-wrap machine to prepare cargo
- Assisted with keeping records of shipment arrivals and departures

Certifications

- OSHA Forklift Safety Certification, 2020
- National Safety Council Warehouse Safety Certification, 2020