

DWAINE SIMPSON

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**OBJECTIVE:**

To obtain full-time, gainful employment that will allow me to utilize the various skills & experience that I have developed over the years, and apply them towards a position in the field of warehousing and forklift operation. With my strong work ethic, willingness to learn and work with others, along with my well rounded communication skills, I believe that I will be a valuable asset to a good company.

**EMPLOYMENT SKILLS:**

\*Certified in MS Word, MS Excel, & MS Powerpoint  
\*Entry level Electrical Wiring Education  
\*Typing- 40 WPM  
\*3 years experience as Shipping Clerk  
\*8 years experience in HAZMAT (Hazard Materials)  
\*Certified in hazardous waste handling & MSDS

**CERTIFICATES COMPLETED:**

\*GED (General Education Degree)  
October 30, 2009  
\*Communication Skills December 14, 2006  
\*Basic Commercial Driver License  
July 10, 2013  
\*Advanced Commercial Driver License  
July 10, 2013  
\*Basic Electrical (I) September 29, 2013  
\*Smart Business April 23, 2005 \*MS Word, Excel, Powerpoint, December 15, 2012

**WORK EXPERIENCE:**

-FCI Herlong; Herlong, CA  
**Cheif Sanitation Engineer**

April 2006-Present

**DUTIES INCLUDE:**

Supervise/Training of all new employees, Custodial Maintenance, Inventory Management, HAZMAT.

-Curtis Industries; Sparks, NV  
**Inventory Clerk**

July 2001-November 2001

**DUTIES INCLUDE:**

Shipping/Receiving, Inventory Control, Package Preparation

-Craftman Press West; Stead, NV

July 2000-february 2001

**DUTIES INCLUDE:**

Supervisor/Leadership, Order Control, Package Handler, Machine Prep

-Superior Products; Reno, NV  
**Forklift Operator**

March 2001-June 2001

**DUTIES INCLUDE:**

Shipping/Receiving, Pallet Prep, Forklift Operator

**JOB RELATED SKILLS:**

Order picking, product inventory, pallet prep, manifest handling, operation of various forklift and shipping equipment. Experience in training & supervising multiple team members and leading them towards consistently exceeding company expectations. Ability to remain focused under pressure as well as high stress situations. Always willing to push the limits and work more than what's expected of me!