

Joseph Hart

Objective

To seek full time employment with an opportunity for growth and career advancement.

Experience

12/2014- Currently

Salvation Army

Oakland, CA

Warehouse

- Orders, receives and maintains inventory of office supplies
- Tracks invoices and resolves concerns directly with vendors
- Loads and unloads trucks / ties down C carts
- Maintains safe and clean work environment by keeping shelves, pallet areas and workstations clean

08/2014-11/2014

Truck lite

Ulysses, PA

Assembly Line

- Completed production targets within deadlines
- Attended various quality control workshops and applied principle for production jobs
- Reported observations/ abnormalities of the CNC machine on a weekly basis
- Rotated through all the tasks required in a particular production process

02/2008-07/2008

Friendly Cab

Oakland, CA

Driver

- Picked up passengers according to requests, appointments and schedules
- Conducted minor vehicle repairs such as spark plugs and also added oil
- Provided passengers with information about the local area and points of interest
- Communicated with dispatchers by radio, telephone or computer in order to exchange information and receive requests for passenger service

06/2007-02/2008

Salvation Army

Oakland, CA

Warehouse

- Loaded and uploaded shipments
- Verified quantities and items being shipped
- Operated vacuum cleaners and buffers
- Mopped floors after spills and cleaned warehouse daily

Education

Alameda High School

Alameda, CA

Laney College

Alameda, CA