

# Forklift Operator

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## Summary

Certified forklift operator with six years in high-volume distribution centers, qualified on sit-down, reach, and order-picker trucks, moving 200-plus pallets per shift with an accident-free record and consistent inventory accuracy.

## Experience

### Forklift Operator, Midwest Distribution Center

2020 – Present

*City, ST*

- Operated sit-down counterbalance and reach trucks to move 200-plus pallets per shift across receiving, putaway, and shipping.
- Maintained a five-year accident-free record while handling loads up to 4,000 pounds in narrow aisles.
- Loaded and unloaded 25-plus trailers per shift, securing and shrink-wrapping freight for safe transit.
- Picked and staged orders with RF scanners at 99.8% inventory accuracy against the warehouse system.
- Completed OSHA-required pre-shift forklift inspections and tagged out any unsafe equipment.
- Replenished pick faces from bulk storage to keep order selectors supplied during peak volume.
- Cross-trained on order-picker trucks to reach high-bay racking up to 30 feet.

### Material Handler / Forklift Operator, Gateway Logistics Warehouse

2017 – 2020

*City, ST*

- Received and put away inbound freight, scanning pallets into the WMS to keep locations accurate.
- Operated pallet jacks and stand-up forklifts to stage outbound shipments by route.
- Cycle-counted assigned aisles weekly, resolving discrepancies before they reached shipping.
- Wrapped and labeled mixed pallets for LTL carriers, reducing damage claims on outbound freight.
- Kept dock and aisle areas clear and swept to maintain a safe, OSHA-compliant floor.
- Met daily putaway and replenishment targets during seasonal volume spikes.

## Education

### High School Diploma

2013 – 2017

*Central High School — City, ST*

## Certifications & Licenses

Forklift Operator Certification (OSHA-Compliant) · OSHA 10 · Powered Industrial Truck Certification

## Skills

Counterbalance forklift · Reach truck operation · Order picker · Pre-shift inspection · Load handling · RF scanning · Trailer loading · Putaway and replenishment · Cycle counting · Pallet jack operation · Warehouse safety · Inventory accuracy