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| Lebanon, TN 37087 **|** (779) 247‑0933 **|** paulrlewis8579@gmail.com **|** |

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Paul Lewis

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| Professional Summary | Diligent and hard-working candidate ready to contribute solid effort as team member. Thorough and highly organized with excellent communication skills. Reliable worker with strong work ethic. |

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| Skills | |  |  |  | | --- | --- | --- | | * Problem Anticipation and Resolution * Scale Operation * Material Handling * Maintenance and Repair | * Teamwork and Collaboration * Time Management * Safe Moving Operations * Forklift Operator Certification | * Fast Reaction Time * Coaching and Mentoring * Physical Strength and Stamina | |

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| Work History | Forklift Operator 02/2022 to Current  Legacy Supply Chain Services Inc., Mount Juliet, TN   * Unloaded and stacked materials by raising and lowering lifting devices. * Unloaded materials and goods at designated locations for best project availability. * Wrapped pallets in plastic wrap and attached merchandise tags to prepare for shipping. * Coordinated with other lift truck drivers and production personnel to process orders efficiently. * Maneuvered forklift safely in congested and confined areas using caution and accuracy.   Warehouse Worker 07/2018 to 12/2021  Tool King, Wheeling, IL   * Loaded, unloaded and moved material to and from storage and production areas. * Wrapped pallets in shrink wrap prior to loading. * Operated pallet jacks and material moving equipment to receive and transport items from various warehouse locations. * Consistently lifted materials weighing as much as 50 pounds. * Cleaned and maintained warehouse in compliance with OSHA safety standards.   Warehouse Associate 07/2016 to 07/2018  True Value Company, Cary, IL   * Worked safely around moving machinery. * Prepared orders for shipment by systematically picking, packing and labeling merchandise. * Inspected incoming and outgoing shipments to verify accuracy and prevent errors. * Cleaned and maintained warehouse in compliance with OSHA safety standards.   General Manager 08/2011 to 06/2016  Taco Bell, Morris, IL   * Managed budget implementations, employee reviews, training, schedules and contract negotiations. * Developed and maintained relationships with customers and suppliers through account development. * Maximized efficiency by coaching and mentoring personnel on management principles, industry practices, company procedures and technology systems. * Implemented operational strategies and effectively built customer and employee loyalty.   Sales Associate/Warehouse Associate 09/2009 to 08/2011  Walmart, Morris, IL   * Organized racks and shelves to maintain store visual appeal, engage customers and promote specific merchandise. * Provided positive first impressions to welcome existing, new and potential customers. * Helped customers locate products and checked store system for merchandise at other sites. * Answered customer questions regarding sizing, accessories and proper care for merchandise.   Concrete Construction Laborer 08/1999 to 08/2001  Don Williams Concrete Company, Fox Lake, IL   * Installed rebar and molded expansion joints and edges for concrete projects. * Measured precise amounts of concrete and verified levelness to improve quality of finished product. * Leveled, smoothed and finished surfaces of poured concrete for construction projects. * Mixed, spread and patched concrete to specifications. |

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| Education | Grant High School, Fox Lake, IL  High School Diploma, 06/1998 |