

Ellis Atkinson

CDL Class A Driver, Warehouse Associate

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STRENGTHS

- 🚚 **Safe Route Execution**
Pre trip checks and disciplined ELD records kept regional deliveries organized. Dispatch teams could count on clear updates.
- 📦 **Warehouse Accuracy**
Shipment checks, stock counts, and careful staging reduced confusion. Colleagues often sought help with tricky order details.
- 👥 **Customer Coordination**
Receiving questions were handled with calm documentation and timely dispatch contact. Small details helped preserve customer confidence.
- ⚙️ **Adaptable Operations**
Route changes and warehouse assignments were handled without losing focus. Early starts became a dependable part of daily rhythm.
- ♥️ **Product Care**
Defective items were separated and documented correctly. That simple habit protected inventory quality and kept returns moving.
- 🔧 **Equipment Awareness**
Forklifts, pallet jacks, tractors, and trailers received practical safety checks. Peers valued a careful approach before movement.

SKILLS

<u>CDL Class A</u>	<u>FMCSA Compliance</u>
<u>ELD Records</u>	<u>Direct Store Delivery</u>
<u>Route Delivery</u>	
<u>Dispatch Coordination</u>	
<u>Truck Inspections</u>	<u>Truck Logs</u>
<u>Delivery Scanners</u>	<u>Forklifts</u>

SUMMARY

CDL Class A driver and warehouse professional with five years of experience supporting regional distribution, **direct store delivery**, inventory accuracy, and safe material movement. Operates tractor trailers across Pennsylvania and neighboring states while maintaining ELD records, **truck logs**, delivery documentation, **equipment inspections**, and dependable customer communication. Handles order picking, palletizing, loading, unloading, stock counts, shipment verification, damaged product returns, and **organized product storage**. Uses forklifts, pallet jacks, handheld scanners, smartphones, and warehouse records during early morning shifts and changing route assignments. Coordinates with dispatch, receiving teams, and warehouse colleagues to protect product quality and keep deliveries moving. Brings practical FMCSA compliance experience and a steady approach to safe work in outdoor conditions, variable temperatures, and physically demanding operations.

EXPERIENCE

CDL Class A Driver, Warehouse Associate

Blue Ridge Distribution Services 📅 July 2024 - Present 📍 Bethlehem, PA

Supports regional tractor trailer delivery routes and distribution center operations, balancing dispatch needs, warehouse assignments, product accuracy, and safe fleet readiness.

- Execute regional **tractor trailer** deliveries for retail and warehouse customers during changing demand periods.
- Complete equipment inspections, **ELD** entries, truck logs, and **maintenance records** for FMCSA compliance.
- Coordinate receiving handoffs with accurate **shipment records**, timely dispatch communication, and customer issue follow up.
- Pick, palletize, stage, and load mixed orders using scanners and pallet jacks before scheduled departures.
- Verify inbound and outbound shipments, isolate defective products, and process **returns** through warehouse procedures.
- Maintain inventory counts and organized staging areas during early morning route changes and **loading** operations.

Commercial Driver, Warehouse Associate

Lehigh Valley Freight & Supply 📅 June 2021 - June 2024 📍 Easton, PA

Operated Class A commercial vehicles across regional store and distribution routes while performing warehouse preparation, inventory control, loading, unloading, and product protection.

- Operated Class A vehicles across Pennsylvania and neighboring states with safe route delivery practices.
- Followed dispatch changes while recording driving time, stops, proof of delivery, and shipment status.
- Loaded and unloaded trucks with forklifts and pallet jacks in outdoor and variable temperature conditions.
- Assembled customer orders from pick documents, confirmed quantities, and arranged pallets for efficient unloading.
- Counted warehouse stock and reconciled product movement with **shipment records** for dependable inventory accuracy.
- Completed lifting, carrying, pushing, pulling, and bending tasks while protecting products and work areas.

PROJECTS

Regional Delivery Operations 📅 2026

Pallet Jacks Order Picking

Palletizing Inventory Counts

Shipment Verification

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● CDL Class A Driver,
Warehouse Associate at Blue
Ridge Distribution Services (2.2
Years)

● Commercial Driver,
Warehouse Associate at Lehigh
Valley Freight & Supply (3 Years)

Supported coordinated route delivery and warehouse preparation through dispatch communication, shipment verification, ELD records, equipment checks, and organized loading practices.

Warehouse Inventory Control 📅 2024

Maintained running inventory through stock counts, scanner based shipment checks, damaged product isolation, pallet staging, and accurate return processing.

LEADERSHIP & AWARDS

- Safe Driving Recognition for consistent route discipline, equipment checks, and dependable delivery documentation.
- Warehouse Reliability Recognition for accurate order preparation, organized staging, and steady support during changing assignments.

EDUCATION

High School Diploma

Liberty High School 🎓 GPA: 3.0 📅 2018 📍 Bethlehem, PA

Coursework: *Safety practices, workplace communication, logistics fundamentals, physical education*

CERTIFICATIONS

- Commercial Driver's License, Class A, Pennsylvania 📅 2021
- Forklift Operator Training 📅 2024
- FMCSA Clearinghouse Registration 📅 2026

TECHNICAL SKILLS

- **Commercial Driving:** Class A CDL, tractor trailers, regional routes
- **FMCSA Records:** FMCSA compliance, Clearinghouse, driver logs
- **Electronic Logging:** ELD systems, driving time records, route activity
- **Delivery Technology:** Handheld scanners, delivery scanners, smartphones
- **Material Handling:** Forklifts, pallet jacks, loading equipment
- **Warehouse Operations:** Order picking, palletizing, truck unloading
- **Inventory Control:** Stock counts, running inventory, shipment records
- **Shipment Documentation:** Customer invoices, proof of delivery, maintenance records
- **Safety Inspections:** Pre trip checks, post trip checks, equipment inspections
- **Distribution Delivery:** Direct store delivery, retail receiving, warehouse delivery
- **Product Quality:** Defective item identification, returns, product protection
- **Route Coordination:** Dispatch schedules, route instructions, delivery windows

PROFESSIONAL AFFILIATIONS

- Regional Distribution Teams, collaborative support across drivers, dispatch personnel, receiving staff, and warehouse colleagues.
- Workplace Safety Programs, active participation in equipment checks, safe material movement, and product protection practices.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST