

Anthony Hopkins

☎ (931) 555-6248 ✉ anthony.hopkins@example.com 💼 linkedin.com/example/anthonyhopkins 📍 Clarksville, TN 37040

SUMMARY

Warehouse and outbound loading professional with three years of experience preparing palletized and hand loaded freight for accurate, safe shipment in busy distribution environments. Skilled with **truck maps**, route instructions, pallet wrapping, shipment labeling, dock organization, electric pallet jacks, forklifts, stock trucks, **trailer cleanout**, and **load stability** checks. Applies practical arithmetic, clear English communication, and sound judgment when resolving sequence, condition, or placement concerns. Consistently follows safety, security, equipment, and facility procedures around vehicle traffic, loud signals, temperature changes, and continuous movement. Available for night and Sunday work, with stamina for repeated lifting, walking, reaching, climbing, stooping, and handling boxes up to 100 pounds. Ready to contribute dependable attendance, careful freight handling, and steady productivity in a **warehouse distribution** operation.

EXPERIENCE

Outbound Loader

May 2024 - Present

Volunteer Distribution Services

Clarksville, Tennessee

- Supports nightly outbound distribution by sequencing pallets and cases, preparing stable vehicle loads, checking **shipment** condition, and operating **material handling equipment**. Works with dispatch colleagues and dock personnel under general supervision while maintaining safe movement, accurate staging, and timely route readiness.
- Sequenced nightly pallets with **truck maps**, protecting route access and stable delivery loads.
 - Inspected cases and pallets before **loading**, correcting unstable placement and damaged wrapping.
 - Operated electric pallet jacks and forklifts through active docks after completing equipment checks.
 - Hand loaded cartons near 100 pounds, using safe stacking methods for route specific placement.
 - Wrapped **pallets** by hand and machine, then verified labels, destinations, and dispatch staging.
 - Unloaded returns and cleaned trailers, reporting damage, equipment concerns, and **unsafe conditions**.

Warehouse Associate

September 2022 - April 2024

Cumberland Supply Warehouse

Nashville, Tennessee

- Handled outbound preparation, pallet movement, shipment documentation, and trailer support across storage, packing, staging, and shipping areas. Maintained accurate product flow during night and weekend assignments while following safety and security procedures around noise, temperature changes, vehicles, and powered equipment.
- Prepared outbound merchandise by **weighing**, marking, **addressing**, packing, and moving assigned shipments.
 - Moved finished pallets with electric and mechanical pallet jacks through active warehouse lanes.
 - Checked item counts with **basic arithmetic**, resolving documentation discrepancies before loading.
 - Stabilized mixed pallets by adjusting case placement and applying hand or machine wrap.
 - Supported **truck unloading** and trailer cleanout during changing workload periods and weekend shifts.
 - Followed safety and **security procedures** around **loud signals**, temperature variation, and vehicle movement.

PROJECTS

- Outbound Load Stability Program 📅 2024
- Improved nightly shipment preparation by pairing truck maps with pallet inspection, wrapping checks, route staging, and damage prevention practices.
- Dock Equipment Safety Routine 📅 2023
- Supported safer material movement through pre use checks, marked travel paths, equipment awareness, and orderly trailer cleanout procedures.

LEADERSHIP & AWARDS

- Recognized by distribution supervisors for dependable attendance during night and Sunday outbound operations.
- Trusted by coworkers for careful load sequencing, stable pallet placement, and timely problem solving.

EDUCATION

High School Diploma

Clarksville High School GPA: 4.0

2022

Clarksville, Tennessee

Coursework: English communication, basic arithmetic, workplace safety, physical education

CERTIFICATIONS

- Forklift and Electric Pallet Jack Operator Training 📅 2024

- OSHA 10 Hour General Industry 📅 2023

TECHNICAL SKILLS

- **Material Handling Equipment:** Electric pallet jacks, mechanical pallet jacks, forklifts
- **Outbound Shipping:** Truck maps, route instructions, shipment staging
- **Pallet Preparation:** Hand wrapping, machine wrapping, load stability
- **Shipment Documentation:** Labels, addressing, marking
- **Warehouse Movement:** Stock trucks, dock lanes, staging areas
- **Safety Practices:** Equipment checks, marked paths, safety procedures
- **Trailer Operations:** Truck unloading, trailer cleanout, return handling
- **Freight Protection:** Damage prevention, stable placement, product condition
- **Workplace Communication:** English reading, English writing, oral communication
- **Warehouse Work Conditions:** Night shifts, Sunday shifts, temperature variation

SKILLS

- | | | | |
|------------------------|-------------------|-------------------------|---------------------|
| • Outbound loading | • Order staging | • Shipment preparation | • Material handling |
| • Warehouse operations | • Pallet wrapping | • Electric pallet jack | • Load stability |
| • Shipping | • Truck mapping | • Forklift operation | • Basic arithmetic |
| • Receiving | • Hand loading | • Stock truck operation | |

PROFESSIONAL AFFILIATIONS

- Volunteer Distribution Services, outbound loading and community shipment support.
- Clarksville warehouse operations community, peer collaboration and safe material movement.

LANGUAGES

- English (Native)
- Spanish (Beginner)

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST