# **Jeremy D. Sanders**

**401 S. Emporia 316-265-5211 ext. 208**

Wichita, KS 67202 **wwrf.jsanders@outlook.com**

Warehousing / Painting / Management / Forklift / General Labor / Grounds Maintenance / Janitorial

SUMMARY OF QUALIFICATIONS

* Extremely hard working and enjoys new challenges
* Forklift certified
* Management experience
* Ambitious and energetic employee
* Self-motivated and diligent worker
* Very punctual with a strong work ethic
* Great attention to detail
* Comfortable working alone or in a team environment
* Willing to accept any overtime opportunities

WORK EXPERIENCE

* State of Kansas Grounds Maintenance Worker Stockton, KS 2016
* Mowed grass, trimmed weeds, trimmed trees, and dug trenches at local parks and community areas
* Created fire pits for community gathering areas and provided cleanup services at the county fair
* State of Kansas Janitorial Worker Norton, KS 2016
* Cleaned and sanitized surfaces, vacuumed, swept, moped and polished floors
* Operated high and low speed commercial buffers and used commercial cleaning agents to clean surfaces
* High Tech Painting Painter Coffeyville, KS 2014 – 2015
* Painted interior and exterior surfaces in residential and commercial settings
* Prepared surfaces for paint, primed, scrapped and sanded materials as part of the paint preparation process
* Skrolls Tech Shipping & Receiving Arkadelphia, AR 2011 – 2012
* Accepted and inventoried incoming goods and materials into the warehouse
* Operated a forklift to move and organize product, performed inventories and spot checks
* Aluminum Alloy Shipping & Receiving Malvern, AR 2010 – 2011
* Used a forklift to move product, organized the warehouse and assisted with monthly inventories
* Prepared materials for shipment, palletized items and using binding to ensure that loads were ready for transit
* Boys & Girls Club Mentor/Activity Manager El Dorado, AR 2005 – 2008
* Worked with children in the program by organizing activities and mentoring the youth on a case by case basis
* Helped maintain a clean and safe environment for the children by performing general maintenance and janitorial duties around the facility

EDUCATION

* Henderson State University Business Mgmt./Accounting Arkadelphia, AR 2007
  + 1 Semester Completed
* Arkansas State University Welding Certification Jonesboro, AR 2003 – 2004
  + MIG