**Albert D. Taylor**

**401 S. Emporia**

**Wichita, KS 67202**

**(316) 265-5211 Ext. 208**

**wwrf.ataylor@outlook.com**

**Manager / Forklift Operator / Cook / Construction / Warehouse Worker / Delivery Driver / Installer**

**SUMMARY OF QUALIFICATIONS**

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

**WORK HISTORY**

* **A.D.I.S. Installer/Assembler Overland Park, KS 2014 – 2015**
  + Delivered and installed a variety of fitness systems, spas and large sports equipment to residential homes
  + Worked with a team of installers and the customers to ensure proper installation and excellent customer service
* **Taco Bell Manager/Cook Kansas City, KS 2014**
  + Managed kitchen and front of house staff to provide excellent food and great customer service
  + Performed a variety of duties including opening and closing of the store and managing employees schedules
* **Sonic Shift Leader/Cook Overland Park, KS 2011 – 2014**
  + Cooked a variety of items in a commercial kitchen using grills, fryers, ovens and other appliances
  + Helped the manager during shifts with managing employees and providing a great gust experience
* **JC Penny’s** **Warehouse Worker Olathe, KS 2013**
  + Worked in a large warehouse operating a forklift to move products around the facility
  + Unloaded and loaded trucks as well as entered items into the inventory system
* **Bushnell Shipping and Receiving Olathe, KS 2012**
  + Operated a forklift to load and unload semi-trucks, entered inventory into the management system
  + Performed shipping and receiving duties including packaging items for shipment
* **Simmons**  **Warehouse Worker Olathe, KS 2010 – 2011**
  + Worked on an assembly line producing high quality mattresses, worked and communicated with other employees to keep the line running at peak efficiency while maintaining high quality control
  + Operated a forklift in the warehouse to move finished products off of the line and prepare them for shipment, also inspected each product for quality control

**EDUCATION & CERTIFICATIONS**

* **Youth Build Construction Certification Kansas City, KS 2003 – 2004**