

# Viliami Ofanoa

## **Forklift Operator**

Oakland, CA

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(218) 390-0312

To bring my experience and knowledge in the following areas: Customer Service, Construction, Landscaping, Manual Labor, Heavy Machine Operator, Assembly Line, to prospective employers who are seeking a motivated employee who is willing to go above and beyond in all work related duties.

## Work Experience

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### **Forklift Operator**

Warehouse Labor

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Union City, CA

August 2016 to June 2018

- Pick and pull Orders
- Load and unload freight
- Dimension and Weight of freight
- Inventory Stock

### **Assembly Inspector**

Thyssen Karupp

-

Fremont, CA

May 2016 to August 2016

- Use schedule to run parts according to type and priority
- Follow and check changeover sheets
- Keep record of the days production and downtime
- Able to adapt to schedule change, requiring quick thinking and the ability to communicate changes or components needed to logistics quickly

### **Manual Laborer**

Savannah Pallets

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Cloquet, MN

June 2015 to May 2016

- Cut and stacked lumber for orders
- Precision cutting of lumber for specific I.P.O's
- Heavy machinery operation: Forklift, Pallet Jack

### **Custodian**

Black Bear Casino Resort

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Carlton, MN

March 2013 to June 2015

- Maintained a clean environment for employees as well as customers
- Assisted customers with directions and referred them to appropriate in-house supports as appropriate

### **General Labor**

V.O. Constructions & Landscape

June 2008 to February 2013

V.O Constructions & Landscape

- Maintained a clean and safe work environment
- Installed sprinklers, dry wall, sut, concrete, flake stone, masonry, etc.

### **Support Staff**

Anka Behavioral Health Inc

October 2006 to April 2008

Provided front desk clerical support through answering phone calls, front desk log, security

- Performed data entry utilizing MS Word
- Support counselor, large group facilitator
- Worked as backup to other employees and office areas as needed; filing coping, etc.

## Education

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### **High School Diploma**

Castlemont High School