



# Rizwan Muhammad Sheraz

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🔗 [Online Profile](#)

## Professional Summary

Motivated equipment operations professional certified in forklifts. OSHA-trained and experienced in range of settings. Background includes logistics, manufacturing and retail industries. Outstanding record of attendance. Seasoned candidate operates variety of heavy machinery to perform stacking, lifting and moving functions. Comfortable in high-speed industrial environments and working with people of varying personalities and backgrounds. Dedicated to learning new tasks and trades. Versatile worker highly skilled in planning routes and transportation logistics to achieve strict delivery timeframes and maintain customer service and satisfaction benchmarks. In-depth knowledge of specialized transportation equipment.

## Accomplishments

- Resolved product issue through consumer testing.
- Used Microsoft Excel to develop inventory tracking spreadsheets.
- Documented and resolved [Issue] which led to [Results].

## Skills

- Inventory Staging
- Shipping and Receiving
- Warehouse Operations
- Equipment Operations
- Safety Awareness
- Loading and Unloading
- Materials Handling
- Materials Movement
- RFID Tracking
- Customer Service
- Material Handling
- Decision Making
- Computer Literacy
- Team Coordination
- Loading Dock Operations
- Workplace Cleanliness
- Load Lifting
- Order Picking
- Stock Replenishment
- Record Keeping
- Reach Truck Operation
- Pallet Stacking
- Storage Organization
- Warehouse Navigation
- Forklift Certification
- Stress Management
- Problem Solving
- Equipment Maintenance
- Cargo Handling
- Inventory Tracking
- Load Inspection
- Delivery Information Verification
- Computer Terminal Operation
- Material Loading and Unloading

## Work History

03.2023 - Current

**Forklift & Reach Truck Operator**

- Operated equipment safely and efficiently to prevent damage to items and avoid injuries.
- Transported goods between warehouse locations according to shipment and storage needs.
- Unloaded materials and goods at designated locations for best project availability.
- Removed orders from storage, wrapped, and staged for shipments.
- Unloaded trucks and rail cars and moved materials to staging area.
- Inspected equipment for defects and performed repairs or maintenance tasks.
- Checked items against documentation for accuracy.
- Updated tracking systems to document movements and determine proper area for storage.
- Positioned lifting devices under, over or around loaded pallets or boxes to secure material or products for transport to designated areas.
- Assessed equipment for damage, wear, battery life, and fluid levels.
- Used strapping and bracing techniques combined with proper balancing to prevent load shifting.
- Moved levers or controls to operate forklifts, lifting beams with swivel-hooks and hoists to transport and load materials.
- Operated or tended automatic stacking, loading and packaging machines.
- Updated daily logs with production data such as weights, destinations, and delivery times to keep management current on team activities.
- Drove equipment from one site to another to deliver tools and complete jobs.
- Operated transport vehicles and auxiliary equipment to move materials safely to and from target areas.
- Reviewed daily production schedules to inform effective prioritization and delegation of tasks.
- Adjusted machinery and notified supervisors of malfunctions.
- Coordinated team member movements based on current needs, avoiding safety concerns, or delays.

10.2021 - 03.2023

● **Forklift & Reach Truck Operator**

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- Unloaded trucks and rail cars and moved materials to staging area.
- Updated tracking systems to document movements and determine proper area for storage.
- Inspected equipment for defects and performed repairs or maintenance tasks.
- Positioned lifting devices under, over or around loaded pallets or boxes to secure material or products for transport to designated areas.
- Assessed equipment for damage, wear, battery life, and fluid levels.
- Used strapping and bracing techniques combined with proper balancing to prevent load shifting.
- Moved levers or controls to operate forklifts, lifting beams with swivel-hooks and hoists to transport and load materials.

04.2021 - 11.2021

- **Forklift Operator**  
Transguard Group LLC - Dubia, U.A.E
  - Operated forklift in compliance with OSHA guidelines and organizational policies.
  - Operated equipment safely and efficiently to prevent damage to items and avoid injuries.
  - Unloaded and stacked materials by raising and lowering lifting devices.
  - Maneuvered forklift safely using appropriate load rates and maintaining clear visibility of work areas.
  - Transported goods between warehouse locations according to shipment and storage needs.
  - Hooked tow trucks to trailer hitches and fastened attachments with hitchpins.
  - Used equipment such as [Type] and [Type] to process excess materials and support recycling efforts.
  - Signaled workers to discharge, dump or level materials.
  - Generated production data to complete necessary paperwork by accurately measuring and weighing materials.
  - Performed routine maintenance on vehicles or auxiliary equipment by recharging batteries, lubricating parts and refueling.
  - Operated transport vehicles and auxiliary equipment to move materials safely to and from target areas.
  - Reviewed daily production schedules to inform effective prioritization and delegation of tasks.
  
- **Reach Forklift Operator**  
Gulf Packing Industry (L.L.C) - Jebel Ali Jafza South Dubia, U.A.E
  - Unloaded and stacked materials by raising and lowering lifting devices.
  - Signaled workers to discharge, dump or level materials.
  - Performed routine maintenance on vehicles or auxiliary equipment by recharging batteries, lubricating parts and refueling.
  - Turned valves and opened chutes to dump, spray or release materials from dump cars or storage bins into hoppers.
  - Hooked tow trucks to trailer hitches and fastened attachments with hitchpins.
  - Adjusted machinery and notified supervisors of malfunctions.
  - Operated transport vehicles and auxiliary equipment to move materials safely to and from target areas.
  - Updated daily logs with production data such as weights, destinations, and delivery times to keep management current on team activities.
  - Used equipment such as [Type] and [Type] to process excess materials and support recycling efforts.
  - Reviewed daily production schedules to inform effective prioritization and delegation of tasks.
  - Prevented waste when transferring materials between transport containers and processing equipment.
  - Transported goods between warehouse locations according to shipment and storage needs.
  - Used strapping and bracing techniques combined with proper balancing to prevent load shifting.
  - Completed cycle counts and monthly inventory.
  - Operated equipment safely and efficiently to prevent damage to items and avoid injuries.
  - Unloaded materials and goods at designated locations for best project availability.
  - Wrapped pallets in plastic wrap and attached merchandise tags to

04.2018 - 01.2020

• **High Reach Forklift Operator**

Consolidated Contractors Construction Middle East - Dubia, U.A.E

- Removed orders from storage, wrapped, and staged for shipments.
- Operated forklift in compliance with OSHA guidelines and organizational policies.
- Maneuvered forklift safely using appropriate load rates and maintaining clear visibility of work areas.
- Unloaded and stacked materials by raising and lowering lifting devices.
- Communicated with floor managers to determine merchandise placement.
- Completed cycle counts and monthly inventory.
- Transported goods between warehouse locations according to shipment and storage needs.
- Assessed equipment for damage, wear, battery life, and fluid levels.
- Used strapping and bracing techniques combined with proper balancing to prevent load shifting.
- Updated daily logs with production data such as weights, destinations, and delivery times to keep management current on team activities.
- Prevented waste when transferring materials between transport containers and processing equipment.
- Adjusted machinery and notified supervisors of malfunctions.

04.2016 - 04.2018

• **Forklift Operator**

Abu Nasir Gen Transport Est, Group Of Adnoc - Abu Dhabi U.A.E

- Operated forklift in compliance with OSHA guidelines and organizational policies.
- Operated equipment safely and efficiently to prevent damage to items and avoid injuries.
- Unloaded and stacked materials by raising and lowering lifting devices.
- Maneuvered forklift safely using appropriate load rates and maintaining clear visibility of work areas.
- Transported goods between warehouse locations according to shipment and storage needs.
- Wrapped pallets in plastic wrap and attached merchandise tags to prepare for shipping.
- Unloaded materials and goods at designated locations for best project availability.
- Removed orders from storage, wrapped, and staged for shipments.
- Inspected equipment for defects and performed repairs or maintenance tasks.
- Assessed equipment for damage, wear, battery life, and fluid levels.

**Education**

01.2016

• High School Diploma, Boy High School - Pakistan

**Affiliations**

- Muhammad amir

**Certifications**

- Licensed Forklift Driver Number 8 - more then 8 years
- Mobile Lift Training - more then 7 years

- Licensed Light Vehicle Driver 3- more then 4 years

## Additional Information

AM Rizwan Muhammad Sheraz. am living in UAE more then 8 years am working professional Forklift & Reach Truck Operator. i working in my career Oil & Gas Industry, Construction Industry, Auto Mobile Industry, Logistic Industry, Aviation Industry, now am looking job in my. if you have any vacancy please contact with me Thanks.

## Languages

### English



Bilingual or Proficient (C2)

### Arabic



Bilingual or Proficient (C2)

### Urdu



Bilingual or Proficient (C2)