

Edwin Rice

Warehouse Associate/Truck Driver I

📞 (619) 555-1234 ✉️ edwin.rice@example.com

🌐 linkedin.com/in/edwinrice 📍 San Diego, CA 92101

STRENGTHS

- ⚠️ **Safety Awareness**
Promoted a safety-first culture among peers, resulting in minimized incidents during projects.
- 👥 **Team Collaboration**
Encouraged open communication within project teams, fostering enhanced engagement with everyone involved.
- 💬 **Effective Communication**
Articulated complex research findings clearly, bridging gaps in understanding among diverse audiences.
- 🔄 **Adaptability**
Response positively to unforeseen challenges, navigating various logistical complexities with resilience and creativity.
- 💡 **Analytical Problem Solving**
Identified key insights through detailed analysis, leading to improved decision-making in task execution.

SKILLS

Inventory Management	
Safety Compliance	
Customer Service	Data Analysis
Team Collaboration	
Forklift Operation	
Logistics Planning	
Shipping Coordination	
Order Fulfillment	
Communication Skills	
Process Improvement	
Time Management	

SUMMARY

Detail-oriented warehouse associate and truck driver focused on driving safety and efficiency. Over two years of experience in inventory management, order fulfillment, and customer service within fast-paced environments. Proven operation of warehouse machinery and vehicles, always adhering to safety and security protocols. A reliable team player with exceptional communication skills committed to meeting organizational goals while ensuring accuracy and productivity across all operations. Especially eager to contribute expertise to Platt Electric Supply's mission of maintaining high standards of safety and service excellence.

EDUCATION

Bachelor's Degree in Logistics

University of California, San Diego 🎓 GPA: 3.5 📅 2026 📍 San Diego, CA

Coursework: Inventory Management, Transportation Logistics, Safety Procedures, Data Analysis

TECHNICAL SKILLS

- **Project Management Tools:** Trello, Asana, JIRA
- **Warehouse Management Systems:** WMS, SAP, Oracle
- **Delivery Software:** Route4Me, Onfleet, DispatchTrack
- **Data Analysis Tools:** Excel, Tableau, Google Data Studio
- **Logistics Simulations:** FlexSim, AnyLogic, SIMUL8
- **Safety Management Software:** SHEQSY, Safe365, iAuditor
- **Communication Platforms:** Slack, Microsoft Teams, Zoom
- **Supply Chain Certifications:** Lean Six Sigma, APICS CPIM, CSCMP
- **Inventory Tracking Tools:** RFID, Barcoding Systems, Excel
- **Forklift Technologies:** Electric Forklifts, Pallet Jacks, Narrow Aisle Forklifts

EXPERIENCE

Warehouse Operations Lead

University Project 📅 January 2025 – May 2026 📍 San Diego, CA

Led a versatile team in a simulated warehouse environment, mastering inventory management and fulfilling orders efficiently. Focused on safety compliance and operational procedures, dramatically improving performance metrics during a practical assessment. Ensured continuous process improvement and effective contributions while equipping peers with essential knowledge to maintain safety standards.

- Oversaw daily activities for a team of five students managing inventory and shipping operations.
- Implemented efficient stocking methods that streamlined order fulfillment processes.
- Evaluated weekly safety inspections and addressed potential hazards proactively.
- Utilized forklift and pallet jacks for handling materials, compliant with safety regulations.
- Coordinated logistics for incoming outgoing shipments, ensuring accuracy with packing lists.
- Developed documentation for process workflows enhancing clarity and adherence.

Logistics Optimization Research Assistant

Academic Research 📅 September 2024 – December 2024 📍 San Diego, CA

Assisted in groundbreaking research to enhance small business warehouse operations, analyzing data to improve logistics strategies. Collaborated closely with faculty members to seamlessly communicate insightful findings through presentations. Participated in simulations challenging existing logistics frameworks and focusing on maximizing operational efficiency while specifically addressing safety practices.

Documentation Skills

Quality Assurance

Operations Management

Problem Solving

LANGUAGES

English Native

Spanish Proficient

MY CAREER

1.6
YEARS

Warehouse Operations Lead
at University Project (1.3 Years)

Logistics Optimization
Research Assistant at Academic
Research (3 Months)

- Analyzed case studies providing actionable recommendations for optimizing inventory management.
- Worked alongside faculty to create impactful presentations showcasing research discoveries.
- Engaged in various logistical strategy testing scenarios refining effectiveness and cost-efficiency.
- Conducted surveys gathering data critical for comprehensive reports focused on safety practices.
- Presented conclusions at a local academic conference garnering positive feedback from attendees.

Delivery Logistics Developer

Hackathon Project 📅 March 2025 📍 San Diego, CA

Contributed as part of a dynamic team to develop innovative software solutions for addressing delivery logistics challenges. Implemented real-time data integrations that optimized route planning and enhanced delivery efficiencies significantly. Recognized by industry leaders while presenting prototypes and documented development processes to earn academic credit and establish problem-solving methodologies.

- Collaborated in a team of four focusing on building a prototype application for delivery optimization.
- Integrated traffic data meticulously refining delivery estimates for better accuracy.
- Facilitated user-testing sessions gathering vital feedback which informed further revisions.
- Showcased final product features demonstrating practicality and innovation to industry experts.
- Documented the development process effectively turning complex ideas into comprehensible narratives.

LEADERSHIP & AWARDS

- Dean's List, 2024-2026
- Hackathon Winner – Best Logistics Solution, 2025

CERTIFICATIONS

- Forklift Operator Certification 📅 2025
- First Aid/CPR Certification 📅 2025

PROFESSIONAL AFFILIATIONS

- Member, Student Logistics Association, 2024-2026
- Volunteer, Local Food Bank Warehouse Operations, 2025

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST