

# Robert Smith

## Company Driver

### PERSONAL STATEMENT

Profoundly gifted hard worker with experience in driving and delivery of freight and equipment Strong communication skills & customer service skills Helpful, friendly personality to address customer concerns Clear voice and neat appearance Quick learner with outstanding organization skills Ability to spend great deal of time in inclement weather on and off my feet Professional driver who manages time wisely Safety Training, using the Smith System Positive attitude.

### WORK EXPERIENCE

#### *Company Driver*

**Hub Group Trucking - November 2013 - 2019**

##### *Responsibilities:*

- Operated a semi-trailer to transport finished goods, parts and materials, averaging 100 stops per week.
- Serviced equipment in the areas of fuel, oil, water, and air requirements and minor vehicle repairs.
- Reviewed transportation and shipping tags and verified accuracy of inventory counts at all points of delivery.
- Loaded and unloaded product on and off trailers by hand and with the assistance of a forklift and pallet jack.
- Prepared accident reports in compliance with company and OHAS safety requirements.
- Transported materials to various locations with a demonstrated ability to navigate thick city traffic.
- Adhered to regulations and parking rules to keep violations and parking tickets to a minimum.

#### *Company Driver*

**ABC Corporation - 2010 - 2013**

##### *Responsibilities:*

- Unload and deliver groceries.
- Customer Service.
- Operate computer.
- Paperwork Accomplishments I was able to share my knowledge with the people I trained.
- Also received several awards during my time here.
- Skills Used Safe driving.
- Customer service.

### Education

Diploma

### CONTACT DETAILS

1737 Marshville Road,  
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(123)-456-7899  
info@website.com  
[www.Website.com](http://www.Website.com)

### SKILLS

Linux Administration,  
Windows, AS400, SAP,  
IOS, Android,  
BlackBerry,.

### LANGUAGES

English (Native)  
French (Professional)  
Spanish (Professional)

### INTERESTS

Climbing  
Snowboarding  
Cooking  
Reading

### REFERENCES

Reference - 1 (Company Name)  
Reference - 2 (Company Name)