

# ROBERT SMITH

## Company Driver

Phone: (0123)-456-789 | Email: info@website.com | Website:Website.com

### SUMMARY

Motivated Driver focused on efficiently and safely navigating routes to guarantee incident-free, on-time deliveries. Excellent track record of delivering within specified time frames. Customer-focused and strong communicator with the ability to effectively interact with others. Quick learners with management potential.

### CORE COMPETENCIES

class A license.

### PROFESSIONAL EXPERIENCE

#### Company Driver

ABC Corporation - August 2014 – February 2015

##### Key Deliverables:

- Transported deliveries locally and over the road.
- Safely loaded and unloaded deliveries according to size of load and content descriptions.
- Submitted all delivery documentation in a timely manner.
- Maintained a daily; legible DOT log book and submitted corresponding documents.
- Completed basic maintenance such as a minor repair to keep vehicle neat and running properly.
- Inspected the truck for defects and safe operating condition before, during and after trip.
- Loaded and unloaded freight to assure safety and minimize risk of damage and dangerous conditions.

#### Company Driver

ABC Corporation - 2009 – 2014

##### Key Deliverables:

- Maintained truck logs according to Texas state laws and federal regulations, kept record of materials and products.
- Budgeted financial costs of operating a commercial motor vehicle which includes scales, tolls, supplies, and light maintenance parts.
- 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.
- Transported materials to various locations with a demonstrated ability to navigate thick city traffic.
- Loaded and unloaded product on and off trailers by hand and with the assistance of a forklift and pallet jack.
- Reviewed transportation and shipping tags and verified accuracy of inventory counts at all points of delivery.

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### EDUCATION

- Diploma - (LHCT truck driving school - Laredo, TX)
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