

## **Ryan Rutledge**

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### **EXPERIENCE**

#### **James Hardie, Fredrickson WA, Shipping Department Lead: 2012- Present**

- Upon hiring, daily tasks were unloading and loading rail cars with Hyster 280 forklift safely and efficiently
- Promoted within a year to dispatcher for the shipping department, where I use the SAP system and Microsoft to enter and confirm loads coming in and out of the warehouse daily.
- I remained a dispatcher for 3 years until I was promoted to Team Lead, managing a 5-man crew at one of the reload centers.
- Check shipments in with 100% accuracy and note any discrepancies, such as miss-shipments and damage.
- Load trucks inside shipping department using either a Hyster 50 or 280 forklift.
- Prioritize workload of 20-60 trucks a day, while keeping every truck's delay time under 1 hour.
- Use current technology such as inventory scanners to ensure 100% shipping accuracy to the customers.
- Check in trucks for outbound shipment and relieve other team members for breaks and lunches as needed.
- Responsible for keeping the crew safe on the job and maintaining an accurate inventory, among other daily tasks.

#### **Pacific Rim Service and Construction, Graham WA, Yard Laborer: 2010 - 2011**

- Kept yard clean and organized,
- Took on more tasks and was trained on the forklift
- Loaded trucks according to what the road crew needed for set up and tear down of guard rail.
- Worked alongside and assisted the road crew as needed.

#### **Simos Insourcing, Sumner WA, Warehouse Worker: 2009 - 2009**

- Unloaded containers onto carts and took the boxes to their specific container. Secured load for out-bound shipments.
- Checked each shipment to be 100% accurate, while noting any discrepancies.

## **SKILLS**

- Over 10,000 hours forklift experience
- Able to load/unload flatbeds, containers, and rail cars.
- Trained in situational leadership
- Trained in cycle counting and inventory management
- Thrive on being a team player and developing good relationships with team members and management.

## **EDUCATION/CERTIFICATIONS**

**Walker High School, Puyallup, WA  
Graduated in 2009**

- Dispatch Training and Exam
- Situational Leadership Training