


James Matteson III

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Seeking an entry-level diesel mechanic position to build upon basic maintenance skills and solidify a career in the diesel industry. Professional references available upon request.

Skills

- PMI, Brakes, Emissions, Diagnostics, Electrical, and more
- Compliance with DOT regulations
- Accurately perform pre- and post-trip inspections
- Safely operate vehicles and tie down cargo
- Logistics to avoid disruptions in transportation
- Basic hands-on knowledge of MIG welding and electrical.

Experience

JANUARY 2021 – AUGUST 2021

Warehouseman, Driver / Mill Supplies INC.

Responsible for various warehouse duties, such as verifying/recording incoming shipments, identified missing product information for resolution, shelved incoming product in proper warehouse location, entered product into inventory system via scanners, pulled & packaged orders for delivery, maintained electronic inventory count, and more. Maintained a clean and safe warehouse environment, complying with OSHA standards. Delivered product to clients, operating box trucks and fork trucks.

AUGUST 2017 – MARCH 2020

Warehouse & Logistics Manager, Driver / Gold Medal Products Co.

Verified and recorded receipt of incoming product with bill of lading and identified and reported missing product to resolve with shippers. Organized incoming product in accordance with warehouse location coordinates from inventory system and maintained organization of product. Maximized inventory space and created efficient related product zones. Assigned daily drivers and routes to maximize efficiency. Safely operated forklifts and box trucks to assist with deliveries.

Education

SEPTEMBER 2021

Diesel Mechanic & Technician / American Diesel Training Centers

- Selective program designed to supply industry with vetted, high-character, proficiently trained technicians.
- Introduction for entry-level preventative maintenance technicians.
- Hands-on, intensive program focusing on PMI, electrical, diagnostics, brakes, and emissions.