

Resume 955

OBJECTIVE:

Dedicated and hardworking professional with extensive experience in roofing and construction supervision, as well as shipping and receiving operations. Proven leadership skills as a foreman, ensuring projects are completed safely, on time, and within budget. Experienced in warehouse logistics, inventory management, and order fulfillment in a fast-paced e-commerce environment.

SUMMARY OF QUALIFICATIONS:

- Experienced Foreman with a strong background in roofing and construction, overseeing crews, managing projects, and ensuring compliance with safety standards.
- Skilled in Shipping & Receiving, with hands-on experience in warehouse operations, inventory management, and order fulfillment for a major e-commerce company.
- Proven Leadership in training and supervising teams, improving productivity, and maintaining high-quality workmanship.
- OSHA-Compliant with knowledge of workplace safety regulations and best practices in construction and warehouse environments.
- Equipment Operation expertise, including forklifts, pallet jacks, and roofing machinery.
- Detail-Oriented with strong organizational skills for managing materials, shipments, and project documentation.
- Adaptable Professional capable of thriving in fast-paced construction and logistics settings.
- Multi-tasks efficiently, learns new systems quickly, and completes all duties on-time or ahead of deadlines.
- Works well independently or in a team environment

PROFESSIONAL EXPERIENCE:

2019 – 2021 *Foreman*

Family Roofing, Niagara Falls, NY

- Supervised and coordinated roofing and construction crews to ensure timely project completion.
- Managed material procurement, equipment allocation and jobsite safety compliance.
- Trained new employees on proper installation techniques and OSHA safety standards.
- Conducted quality inspections to ensure work met industry and client specifications.

2017 – 2019 *Foreman*

Martin Construction, Kenmore, NY

- Led teams in residential and commercial roofing projects, including tear-offs, repairs, and new installations.
- Collaborated with project managers to schedule tasks and meet deadlines.
- Maintained accurate records of labor hours, materials used, and project progress.
- Resolved on-site issues promptly to minimize delays and ensure customer satisfaction.

2013 – 2015 *Shipping & Receiving*

EBay, Walden, KY

- Processed incoming and outgoing shipments, verifying accuracy and condition of goods.
- Operated forklifts, pallet jacks, and other warehouse equipment safely.
- Managed inventory tracking, organized stock, and prepared orders for shipment.
- Worked efficiently in a high-volume environment to meet daily shipping deadlines.

EDUCATION & ACHIEVEMENTS

High School Equivalency Diploma

New York State Department of Education

Carpentry Certificate

J.D. Patton