

Daryl Clayton

Van Driver

Leeds LS25 6AR

clayton7524@gmail.com

+4407778244190

I am positive, confident and trustworthy individual who communicates well and enjoys working with others. Well organised and responsible, I can be relied on to work independently to meet targets and deadlines whilst providing the highest standard of customer care. Currently looking for a new opportunity to build on my existing skills and experience and happy to undertake additional training as required.

Work Experience

Shunter Driver

XPO Logistics-Leeds

September 2019 to Present

Loading and strapping trailers ,making sure trailers are loaded and strapped correctly and safely
Also shunting trailers for 4 years making sure trailer get placed safe an ready to depart the yard

Van Driver

Lyreco

September 2018 to December 2018

- Delivering of office supplies across the Yorkshire region • Liaising with businesses at end of delivery

Warehouse Operative / Fork Lift Truck Operator

TK Max

February 2017 to September 2018

- Operated a Fork Lift Truck moving pallets around the warehouse • Adhered to health and safety requirements of the company

Van Driver / Warehouse Operative

2016 to 2017

Working with a number of agencies in the operation and delivery of various good and products • Working across Yorkshire delivery goods • Used a P.D.A. to record deliveries • Planned routes in accordance • Collected from the warehouse • Customer Service

Warehouse Operative

Sainsbury's at Wincanton-Sherburn in Elmet

2008 to October 2016

Sherburn-in-Elmet • Loading refrigerated HGVs with products for Sainsbury's stores • Opening the bay doors and ensuring that the loading bay area was clean, tidy and safe • Opening up the rear doors of the delivery vehicle ready for loading • Collecting products from the warehouse using a load sheet and wrist mounted scanner • Operating a Low Level Order Picker (LLOP) and a PPT • Loading items onto the vehicle in the correct order ensuring that the load was safely secured • Receiving incoming goods; unloading the lorries and transferring products to the correct warehouse location

Warehouse Operative/Supervisor

ASDA-Normanton

2000 to 2008

Normanton • Duties as above with the addition of: • Supervising a team of up to thirty • Allocating customer orders to individual members of staff • Completing associated administrative tasks including inputting data

Furniture Sprayer

Yorkshire Timber Manufacturing-Pontefract
1997 to 2000

Pontefract • Spraying wooden furniture with paint, varnish and lacquer • Matching shades to the customer's requirements • Driving the company van to deliver furniture throughout the UK • Dealing with customers, answering queries, issuing paperwork and obtaining signatures • Assembling furniture if required

Qualifications and Training

In House Training • Low Level Order Picker (LLOP) and PPT training • Fork Lift Truck (Reach and Counterbalance) training • Manual Handling • Health and Safety at Work • Safe Systems of Work

Sherburn High School • Achieved GCSEs in Mathematics (C), English Language (C), Science (C), History (C) and Geography (C) • Additional Information • I have a full, clean UK driving licence (to 7.5 tonnes)

References are available on request

Education

GCSE or equivalent

Skills

- ADMINISTRATIVE TASKS (8 years)
- FORK LIFT (4 years)
- CUSTOMER SERVICE (1 year)
- RECEPTIONIST (1 year)
- RETAIL SALES (1 year)
- Shunting (5 years)
- Class 1 hgv new pass 6/9/2024 (Less than 1 year)

Additional Information

Key Skills

- Strong communication and customer service skills
- Experienced and careful driver with a full, clean UK driving licence
- Systematic and well organised with the ability to schedule work efficiently
- Keeps calm under pressure to meet targets and deadlines
- Competent IT skills with the ability to undertake routine administrative tasks
- Able to work independently and to use initiative to solve problems
- Competent in the safe use of a fork lift truck