

MEDHANA KELETE

Kitchener, ON, N2H 4X4 | (437)907-6898 | Wedihadgu05@gmail.com

PROFESSIONAL SUMMARY

- Over 6 years of experience in warehouse, construction, and logistic roles, showcasing strong physical endurance and dedication.
- Proficient in loading/unloading materials, managing inventory, and organizing materials for safe storage.
- Experienced in packaging dairy products, maintaining strict adherence to quality and safety standards
- Competent in operation hand tools, machinery, and performing heavy lifting tasks in physically demanding environments.
- Familiarity with warehouse and construction safety protocols to reduce risks and ensure compliance with health and safety regulations.
- Capable of working in fast-paced environments, collaborating effectively with team members to meet deadlines.

CORE SKILLS

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- Material Handling
- Logistics Coordination
- Heavy Lifting & Manual Tasks
- Packaging & Quality Control
- Maintenance and Repairs
- Inventory Management
- Safety Protocols & Compliance
- Customer Service
- Communication
- Physical Endurance
- Team Collaboration
- Deadline-oriented and Efficient
- Problem Solving
- Adaptability

RELEVANT EXPERIENCE

Water Delivery Truck Driver

Jul 1998 – Oct

2024

NWC Water Company, Saudia Arabia

- Operated water delivery trucks, ensuring on-time deliveries and customer satisfaction.
- Conducted daily vehicle inspections and minor maintenance to ensure safety.
- Managed delivery schedules, maintained records, and adhered to safety standards.

Construction Labour

Jan 1987 –

Oct 1990

Al- Rabie Construction, Khartoum, Sudan

- Assisted in transporting and unloading construction materials, ensuring safe and efficient delivery to designated areas.
- Performed physical labor tasks such as digging, leveling, and clearing debris, contributing to the preparation of the site for construction work.
- Operated hand tools and equipment to support construction activities, including breaking ground, trenching, and mixing materials.
- Followed safety protocols to maintain a hazard-free environment, ensuring compliance with site safety standards and reducing risk of injury.
- Collaborated with the construction team to meet project deadlines, working efficiently to complete tasks in a timely manner.

Warehouse Associate (Packaging)

Jun 1985 – Dec 1988

Al- Neelain Dairy Factory, Sudan

- Assisted in packaging dairy products such as milk, yogurt, and cheese, adhering to strict quality standards and safety protocols.
- Maintained a clean and organized packaging area to ensure a safe and sanitary work environment.
- Met daily packaging targets, ensuring timely distribution of products and accuracy of labeling.