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| John Doe | | |
| Summary  Motivated and reliable individual seeking a delivery driver position. Eager to leverage strong driving skills and commitment to customer service to ensure timely and safe deliveries.  Work Experience  **Delivery Assistant Jan 2023 – Present**  Fast Delivery Co. Springfield, IL   * Assisted lead driver in delivering packages to over 100 customers daily, ensuring timely and accurate deliveries. * Maintained vehicle cleanliness and performed basic maintenance checks to ensure optimal performance.   **Warehouse Associate Jun 2022 – Dec 2022**  Quick Ship Warehouse Springfield, IL   * Loaded and unloaded delivery trucks efficiently, contributing to a 15% increase in daily shipping capacity. * Collaborated with team members to improve warehouse organization and speed up processing times.   Education High School Diploma Jan 2022 *Springfield High School**Springfield, IL* | Contact  (123) 456-7890  john.doe@example.com  Springfield, IL 62701  Skills  Valid driver's license  Route navigation  Customer service  Time management  Vehicle maintenance  Problem-solving  Attention to detail  Communication  Safety compliance  Adaptability |