Jordan Ellis

456 East 78th Ave | Seattle, WA | 333.555.9999 | [jordanellis@email.com](mailto:janedoe@email.com)

# OBJECTIVE

Dedicated transportation professional with over 8 years of experience specializing in route planning, safety compliance, and customer service. Committed to leveraging skills and certifications to enhance operational efficiency and customer satisfaction.

# EXPERIENCE

## Senior Delivery Driver

### ABC Transport | Seattle, WA Feb 20XX – Jan 20XX

Planned and executed over 1000 successful deliveries, optimizing routes for timeliness.

Conducted daily vehicle safety and maintenance inspections to uphold company standards.

Trained new drivers in effective navigation, problem-solving, and service techniques.

Maintained excellent communication with team and customers to ensure delivery accuracy.

## Junior Delivery Driver

### DEF Logistics | Seattle, WA Jul 20XX – Jun 20XX

Established a 99% customer satisfaction rate through excellent service and communication.

Collaborated on improving route planning strategies, reducing delivery times significantly.

Prioritized safety compliance in vehicle operation, ensuring secure and reliable services.

# EDUCATION

## Bachelor of Science in Logistics and Transportation

### University of Washington | Seattle, WA Jun 20XX

You might want to include your GPA here and any awards or honors.

# SKILLS

• Route Planning

• Vehicle Operation and Maintenance Knowledge

• Exceptional Communication and Customer Service

• Safety Compliance and Navigation Skills

• Problem-solving and Time Management

# Certifications

• Commercial Driver's License (CDL)

• Hazardous Materials (HazMat) Endorsement

• Certified Logistics Professional (CLP)