

# Nicholas Porquis

Denver, CO

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## WORK EXPERIENCE

### **Shipping and Receiving Manager**

Alpine Tackle Supply, Inc. - Centennial, CO - February 2000 to August 2014

#### Responsibilities

C/S, taking orders, pulling orders, shipping, receiving, stocking, packing orders, collections, maintenance, ordering products, acct receivables, billing out orders, locating places to sale off discontinued products, inventory control and end of year counts, managing cost verses profit. Manage purchase against budget. Budgeting for each week/month.

#### Accomplishments

Made the shipping / packing area more efficient by having all boxes organized by size for each order which increased productivity by 20%. Put most pulled items in one section which improved pull time by 20%. Every year improved warehouse to be more productive which aloud us not having to look for help four over 14yrs and had at least a 3% growth rate every yr.

#### Skills Used

Strong Communication and organization skills with ability to coach, train and implement new processes the helped meet goals set by management.

### **Shipping receiving manager**

Alpine Tackle Supply, Inc. - Centennial, CO - February 2000 to August 2014

## EDUCATION

### **Never finished 12 grade**

Overland High School - Aurora, CO

1989 to 1993