

Francisco Subia

El Paso, TX

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To find an opportunity that will allow me to demonstrate that I am a hard working individual who is anxious to increase my knowledge, thereby becoming an asset to the company.

WORK EXPERIENCE

Forklift Driver/Material Handler

Interceramic - Santa Teresa, NM - June 2014 to Present

Responsibilities

Audit receive,pick,stage, freight using scanner move material from warehouse, chock and lock trailers, load and unload trailers and flatbeds

Accomplishments

Moved from second shift to first shift in less than a month because of my knowledge and experience in receiving and use of scanner

Skills Used

Forklift,scanners loading and unloading trailers and flatbeds

Shipping clerk / forklift driver

CTS Automotive - El Paso, TX - July 2013 to June 2014

Cycle count, inventory everyday of all finish good arrived previous day, transfer material from Juarez warehouse to El Paso warehouse using Made2Manage program make pick list using Excel make BOL, Shipper using Made2manage, call carriers to schedule pick up accordingly (Sai,Central,Central freight,all FedEx carriers,Yellow,Conway, UPS to customers, make shipments according to pick list strapping shrink wrap materials audit shipment before shipping materials communicate with Juarez warehouse to locations of trailer bringing freight

Skill Used

forklift driver,computer excel, outlook, windows schedule pickup

Electric pallet jack,wizard knife

Farmland Foods - Milan, MO - July 2009 to June 2013

Responsibilities

Move combos from lines to scale then to shipping department,Cuts, trims, skins, sorts, and washes viscera of slaughtered animals to separate edible portions from offal. Grinds meat into sausage. Removes bone and cuts meat into standard cuts to prepare meat for marketing. Saws, splits, or scribes slaughtered animals to reduce carcasses. Severs jugular vein to drain blood and facilitate slaughtering. Shackles hind legs of animals to raise them for slaughtering or skinning. Skins sections of animals or whole animals. Slaughters animals in accordance with religious law and determines that carcasses meet specified religious standards when slaughtering is performed for religious purposes. Slits open, eviscerates, and trims carcasses of slaughtered animals. Stuns animals prior to slaughtering. Trims head meat and otherwise sever or remove parts of animal's heads or skulls. Trims, cleans, and/or cures animal hides. Washes and/or shaves carcasses. Wraps dressed carcasses and/or meat cuts.

Accomplishments

Moved from pallet jack to line then from second shift to first then got like utility

Skills Used

Electric pallet jack, knife

Shipping and Receiving clerk / warehouse

Exel - Socorro, TX - March 2007 to March 2009

Responsibilities

Inventory trailers check trailers for holes on roof, floor and flat tires expired inspection stickers pickup Boll's from guard shack update trailer inventory using EXCEL program putting discrepancies on log, getting hot trailers to correct docks inform supervisor and lead of hot trailers to be off loaded in timely manner, receive and check in drivers with BOL determine hot trailers from no hot trailers, also inform them of hazmat materials unload with proper equipment and stage at assigned location, Dealt with outbound and inbound not excluding Mexican drivers, also order and pull order sheets for dock personnel verify BOL to give to drivers and trailers assign and verify inbound BOL for drivers, give seals and instructions to drivers, offload trailers using sit-down and standup forklift staging in proper locations using scanners, cycle count inventory knowledge of FIFO and OS&DS

Accomplishments

Moved from warehouse to shipping and receiving clerk and to safety committee

Skills Used

Forklift sit down and stand up ridepallet jack scanners load and unload trailers computer excel windows schedule pickups

Assist supervisor (Lead)

Southwest Laminates - El Paso, TX - September 2000 to March 2007

with warehouse operations knowledge of FIFO and OS&D, assigned task for warehouse personnel, communicate with production line supervisor of hot material receive inbound, outbound trailer including Mexican drivers schedule pickup for ups. FedEx. Other carriers confirm BOL with freight, cycle count inventory, load unload trailers with pallet jack and forklift staging freight in correct racks using scanners

Accomplishments

moved from forklift diver to warehouse lead

Skills Used

personnel skills forklift scanners windows excel outlook schedule pickup

Herman Miles, EL PASO, Texas

Shipping and Receiving

Oct 15, 1996 - May 05, 1998

Examine shipment contents and compare with records such as manifests, invoices, or orders to verify accuracy.

Record shipment data, such as weight, charges, space availability, damages, or discrepancies for reporting, accounting, or recordkeeping purposes.

Prepare documents, such as work orders, bills of lading, or shipping orders, to route materials.

Confer or correspond with establishment representatives to rectify problems, such as damages, shortages, or nonconformance to specifications.

Pack, seal, label, or affix postage to prepare materials for shipping, using hand tools, power tools, or postage meter.

Contact carrier representatives to make arrangements or to issue instructions for shipping and delivery of materials.

Deliver or route materials to departments using hand truck, conveyor, or sorting bins.

Requisition and store shipping materials and supplies to maintain inventory of stock.

Determine shipping methods, routes, or rates for materials to be shipped.

Compute amounts, such as space available, shipping, storage, or demurrage charges, using computer or price list.

EDUCATION

High School Diploma

Bowie High School

Micro Computers / Basic Electronics

Western technical - El Paso, TX

Warehouse Operations

Center for Employment Training - Socorro, TX

SKILLS

cycle count, forklifts, scanners, computers, Excel, windows schedule pickup

ADDITIONAL INFORMATION

Computer Skills

Typing Speed 25 Words per Minute

- Data Entry Terminal (PDT, Mainframe Terminal, etc)
- Email Software (Outlook, Thunderbird, etc)
- Internet Browser (Internet Explorer, Firefox, etc)
- Personal Computers
- Presentation Software (PowerPoint, Flash, etc)
- Spreadsheet Software (Calc, Excel, etc)
- Word Processing Software (Word, WordPerfect, etc)