

# Alex Regan

Denver, CO

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303 522 6406

Fast learner, Great people skills and reliable.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

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### **Warehouse Operator**

Medline Industries - Aurora, CO

May 2020 to April 2021

Receive inbound orders with identifying information. record amount of material received; sort materials and stock on racks, shelves or bins in accordance with the order such as size, color, type, or product code. Arrange materials for order assembly.

Read shipping schedule order forms to determine items to be gathered or distributed. thoroughly read through tickets for customer specifications. move the proper orders to the appropriate department (shipping or storage), in accordance with schedule and operating procedures.

Fill requisitions, work orders, or requests for materials, or other stock items and distribute items to production workers or assembly line.

### **DRA/Barback**

Marriott International, Inc. - Denver, CO

February 2019 to March 2020

- Tasked with assisting guests with any accommodations and providing guests with information relating to the hotel or the other restaurants in the establishment.
- Moving heavy banquet gear into a ballroom and working as a team in order to get it done in a timely manner.
- Providing the bartenders with any necessary supplies and drinks and cleaning tables that need to be bussed.

### **Package Handler**

UPS - Denver, CO

April 2018 to December 2018

Putting Parcels In there proper docking area and loading them into the trailer in a quick fashion.

Assisting other team members or PD's with workflow if it is too busy.

Alternating between E-Rigs as well as trailers and scanning necessary product in order to move the package through its staging process.

### **Cashier**

Costa Vida - Denver, CO

December 2017 to February 2018

Operate the cash register and handling cash transactions with customers,  
Collect payment  
Resolve customer discrepancy, and provide relevant information.  
Greet customers when entering or leaving.  
Pleasantly deal with customers to ensure satisfaction.  
Maintain clean and tidy checkout areas.

## Education

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### **High school diploma or GED**

New America School - Denver, CO

August 2016 to June 2020

## Skills

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- Customer Service (3 years)
- Cashiering (1 year)
- Kitchen Experience (2 years)
- Warehouse Experience (1 year)
- Automotive Repair (Less than 1 year)
- Inside Sales
- Busser
- Vehicle Maintenance
- Serving Experience
- Mechanic Experience
- Shipping & Receiving
- Oil Change
- Mechanical Knowledge

## Certifications and Licenses

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### **Forklift Certification**

## Assessments

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### **Inside Sales — Highly Proficient**

June 2020

Actively listening and responding appropriately; performing common sales calculations.

Full results: [Highly Proficient](#)

### **Construction Safety — Proficient**

June 2020

Using safe practices while on a construction site

Full results: [Proficient](#)

### **Manufacturing fit — Proficient**

December 2020

Measures the traits that are important for success in manufacturing roles.

Full results: [Proficient](#)

### **Customer focus & orientation — Highly Proficient**

February 2021

Responding to customer situations with sensitivity

Full results: [Highly Proficient](#)

### **Attention to detail — Proficient**

January 2021

Identifying differences in materials, following instructions, and detecting details among distracting information.

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.