Alex Rivera

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Summary

Reliable warehouse worker with extensive forklift experience (10 yrs.). Certified in both sit-downs and stand-ups (single, double & triple), electric pallet jacks, reach & slip trucks. Proven ability to plan, organize and load trucks in a fast and efficient manner resulting in on-time customer delivery. Order selection skills with stop sequences (order of delivery) and time frames. Other warehouse skills include: shipping, receiving, stocking, picking orders and operation of warehouse machinery (shrink wrapper, strapper, baler, palletizer). Valid driver's license and reliable transportation.

Highlights

- Forklift operation (single and Double)
- Team player & work independently
- Lifting 60+ lbs.
- Loading & Unloading
- Able to work independently or in a team
- Excellent safety record
- Comfortable with repetitive motions
- Excellent physical health
- Hard-working & self-motivated
- Knowledge of safe warehouse practices
- Multi-tasker
- Quality Control experience

Job Duties /Accomplishments

- Used item numbers to properly stock warehouse
- Cleared damaged items and loaded freight
- Loaded and unloaded products for shipment
- Prepared pallets by following prescribed stacking arrangement and properly tagging pallets
- Properly utilized warehouse equipment and tools to increase productivity, efficiency and safety
- Staged final products for shipment and stocked products in locations for selectors
- Pulled orders by building pallets with stop sequences and time frames.
- Responsible for careful handling of all merchandise to avoid damage
- Moved freight, stock and other materials to and from storage, production areas, and delivery vehicles
- Read work orders or received verbal instructions to determine work assignments and material and equipment needs
- Recorded number of units handled and moved using daily production sheets or work tickets

- Kept accurate paperwork for Shipping and Receiving
- Data Entry into computerized inventory system; scanner operation
- Two-way radio operation
- Quality Control 2-inspected produce to ensure quality and FDA requirements were met

Relevant Professional Experience

MillerCoors (Aerotek)   Golden, CO   07/2012 – Present
Forklift/Warehouse Employee
- Load truck and railcars with outgoing beer products
- Operate WITS computerized inventory system
- Operate invertor and shrink wrap machinery
- Forklift license for single and double
- Move odd-beer to correct location for loading
- Break relief for team members
- Ensure stability of load by inserting dunnage
- Ensure correct rotation of beer (FIFO)

Sysco   Aurora, CO   03/2011 - 09/2011
Order Selector

Owens & Minor Medical Supply   Denver, CO   09/2009 – 03/2011
Forklift Operator

US Foodservice   Aurora, CO   03/2005 – 09/2009
Order Selector

Wholefoods   Aurora, CO   01/2002 – 03/2005
Lead Receiver

Education

Aurora Central High School   Aurora, CO   2001
High School Diploma

MillerCoors References