

# ANTHONY GARCIA

Lakewood, CO 80214

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## PROFESSIONAL SUMMARY

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Industrious Warehouse Worker skilled in driving efficient receiving, inspection and storage operations to maintain accuracy. Excellent ability to handle diverse materials, boxes, crates and pallets to achieve high-quality packaging standards and reduce risk. Bringing 7 years of related experience and dedication to meet production and quality goals.

## SKILLS

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- Warehouse Logistics
- Assembly and production
- Environmentally Controlled Storage
- Labeling and boxing
- Order Picking and Processing
- Lifting and Sorting
- Wrapping and Boxing
- Shipping and Receiving
- Forklift Operation
- Unloading Cargo
- Packaging
- Loading and unloading
- Pallet Jack Operations

## WORK HISTORY

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05/2019 to 04/2020 **Warehouse Associate**

**Aerotek** – Greenwood Village, CO

- Inspected incoming and outgoing shipments to verify accuracy and prevent errors.
- Wrapped pallets in shrink wrap prior to loading.
- Alternated goods in inventory by observing first-in/first-out approach to keep shelves organized and properly stocked.
- Used hand-held devices and computers to record and monitor inventory levels and completed audits to uncover and address inaccuracies.
- Performed inventory control, such as counting and stocking merchandise.
- Moved and lifted heavy loads of merchandise using forklift equipment.
- Assembled orders and packed items for shipment, conveying orders to shipping personnel.

04/2013 to 01/2019 **Delivery Driver**

**STI Delivers** – Denver, CO

- Updated dispatchers frequently to convey changes such as route issues or weather delays potentially impacting delivery schedules.

- Performed walk around on delivery vehicle before beginning shift to verify correct and safe operating order.
- Completed pre and post-trip safety inspections, recording and reporting any defects and malfunctions.
- Created and submitted delivery and DOT logs.
- Contacted customers prior to delivery to confirm and coordinate delivery times.
- Loaded truck and properly secured items to prevent damage for over 20 deliveries.

## **EDUCATION**

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**High School Diploma**  
**North High School** - Denver, CO

## **LANGUAGES**

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**Spanish**