

# Antonio Runions

## **Warehouse Associate**

St. Louis, MO

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Recently relocated to St. Louis area and I'm eagerly looking for a stable position with possibility for advancement opportunities to be able to use my knowledge, skill and abilities to perform at my best potential. I am dependable, efficient, organized and hardworking and always willing to learn new skills.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

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### **Randstad Temp**

Victory Packaging - Saint Charles, MO

November 2017 to Present

Shipping and Receiving, Pick and Pull, Operate Forklift.

### **Warehouse Associate**

Wainwright Industries - Wentzville, MO

January 2017 to May 2017

- Build Parts for General Motors using power tools
- Check parts for damage and defects
- Packing and unpacking

### **Warehouse Associate**

Keefe Group - Saint Charles, MO

January 2015 to January 2017

- Inspect products for defects and damages
- Packing and Unpacking
- Stocking
- Customer

## Education

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### **High School Diploma**

Orchard farm High School - Saint Charles, MO

August 2009 to May 2012

## Skills

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advertising, business operations, Commercial site, customer relations, Stocking

## Additional Information

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- Project Management Skills • Responsible for ordering materials
  - Follows company policies and procedures and stocking
  - Detail oriented • Inspected/tested machinery &
  - Maintains accurate records equipment to diagnose machine malfunctions
  - Maintains clean and organized facility
  - Maintained great relations with all co-workers and team player
- Professional Accomplishments

### Supervision/Manager

- Trained contract workers to perform general warehouse duties to company standards
- Performed employee productivity reports
- Commercial site supervision
- Strong team player and work ethic
- Strong customer service skills

### Customer Service/ Sales

- Awarded certification for outstanding customer service excellence
- Able to anticipate customer needs
- Expanded my business operations by up selling daily and advertising other services our company provides.
- Responsible for making sure all order/ receiving orders were shipped out on time to maintain good customer relations and productivity.