

# Christian Sterling

Arleta, CA 91331

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7 year's experience as a forklift operator 4 years of experience as a Warehouse Lead . While using my strong background in safety, customer service, team building, warehouse planning, and process management I would like to gain new experience to lead a warehouse team. To effectively accomplish and maintain, all safety policies, accuracy, and productivity. While achieving all company goals, safely and efficiently.

Willing to relocate to: Arleta, CA - Pacoima, CA - San Fernando Valley, CA

Authorized to work in the US for any employer

## Work Experience

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### **Warehouse Operations Lead/ Forklift Operator**

Adidas/GXO Logistics - Bloomington, CA

October 2020 to Present

Inspects incoming goods/stock with tracking labels and researches discrepancies on orders and/or invoices for the purpose of ensuring the conformity of purchase orders/packing lists, reporting shortages and other discrepancies, correcting errors and/or returning damaged/incorrect items to vendors.

Processes and maintains a variety of manual and electronic documents, files and records relating to central warehouse inventory, receipt and delivery for the purpose of documenting and disseminating information and/or materials to appropriate parties.

Leads various warehouse inventory duties for the purpose of ensuring the accuracy of ordering and delivery, verifying stock, identifying losses, and meeting the warehouse need of District.

Monitors the receipt of stock and nonstock items for the purpose of ensuring specifications, quantity and quality of orders are correct.

Orders equipment and supplies for the purpose of maintaining inventory and ensuring availability of required items.

Oversees the maintenance of delivery vehicles by checking the vehicle maintenance reports for the purpose of ensuring vehicles are safe for loading, unloading and transporting mail, District property and goods.

Participates in the selection, assignment and orientation of Warehouse Worker/Delivery Drivers for the purpose of developing knowledge of warehouse operations and safety skills to ensure the warehouse staffing needs and services are met.

Picks up and delivers a variety of items for the purpose of addressing staff shortages and distributing items between schools, District office and to/from assigned locations.

Plans and organizes warehouse/delivery driver assignments for the purpose of maintaining a smooth and high standard of safety and efficiency of warehouse operations.

Prepares work orders received from District and schedules appropriate assignments accordingly for the purpose of meeting delivery requirements.

Supports warehouse personnel as needed for the purpose of maximizing the efficiency of the workforce and meeting shift requirements.

Operated the cherry picker/sit down/ and electric pallet jack to fulfill customer orders and deliver them to the delivery dock in a manner that meets company standards for safety, security and productivity.

Efficiently picked customer orders for shipment, ensuring that the correct number and type of product is loaded and shipped. Ensured inbound and outbound shipments are accurate and free of damage.

### **Forklift Operator/Material Handler**

Williams-Sonoma, Inc. - Walnut, CA

August 2017 to December 2018

Primary position as picking numerous amounts of product transporting them via Cherry Picker, Electric Pallet Jack, or Sit down Forklift fast and efficiently to their designated area. Meeting customer requirements by making sure correct pallets were used, proper saran-wrap was applied, and product was not damaged. Made replenishments to product if item was running low. Load trucks with product orders to make sure they get to the customer on time and undamaged.

### **Forklift Operator/Shipping and Receiving**

Amazon Fulfillment Associates - Moreno Valley, CA

February 2017 to July 2017

Examined shipment contents and compare with records, such as manifests, invoices, or orders, to verify accuracy. Recorded shipment data, such as weight, charges, space availability, damages, or discrepancies, for reporting, accounting, or record keeping purposes. Inspected product loads for accuracy and safely moved it around the warehouse or facility to ensure timely and complete delivery. Manually or mechanically loaded or unloaded materials from pallets, skids, platforms, cars, lifting devices, or other transport vehicles. Positioned lifting devices under, over, or around loaded pallets, skids, or boxes and secure material or products for transport to designated areas. Weighed materials or products and record weight or other production data on tags or labels.

### **Forklift Operator/Trainer**

Procter & Gamble - Moreno Valley, CA

January 2016 to January 2017

Presented information using a variety of instructional techniques or formats, such as role playing, simulations, team exercises, group discussions, videos, or lectures. Inspected product loads for accuracy and safely moved it around the warehouse or facility to ensure timely and complete delivery. Moved levers or controls that operated lifting devices, such as forklifts, electric pallet jacks, lift beams with swivel-hooks, hoists, or elevating platforms, to load, unload, transport, or stack material. Performed routine maintenance on vehicles or auxiliary equipment, such as cleaning, lubricating, recharging batteries, fueling, or replacing liquefied-gas tanks. Documented quantity, quality, type, weight, test result data, and value of materials or products to maintain shipping, receiving, and production records and files. Compared product labels, tags, or tickets, shipping manifests, purchase orders, and bills of lading to verify accuracy of shipment contents, quality specifications, or weights.

## Education

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### **Diploma**

Raincross High School - Riverside, CA

## Skills

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- Forklift Operator of multiple different types of forklift machines, experience with RF Scanner, and experience in training.
- Reach Truck
- Electric Pallet Jack
- Cherry Picker
- Material Handling
- RF Scanner
- Warehouse Experience
- Order Picking
- Shipping & Receiving
- Logistics
- Leadership
- Conflict management
- Supervising experience
- Inventory control
- Load & Unload

## Certifications and Licenses

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### **Forklift Certified**

Present

### **CDL**

### **CPR Certification**

### **BLS Certification**

## Additional Information

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Reliable and knowledgeable team member. Outgoing and friendly personality and demeanor. Well-versed in principles and processes for providing efficient customer and personal services. Detail-oriented, and accurate, with the ability to manage multiple projects and consistently meet deadlines. Skilled in working independently or as an enthusiastic and dependable team player in slow or fast pace environments.