

Christopher Johnson

San Diego, CA 92150

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Diligent and thorough Shipping and Receiving Clerk with excellent attention to detail and in-depth understanding of shipment tracking and support. Keeps center moving smoothly with accurate records and timely processing. Careful about finding and correcting errors.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Warehouse Specialist

Sunrun-Vista, CA

January 2023 to April 2024

- Manages inventory levels to ensure crews have material to meet installation needs
- Calculates, picks & stages all necessary materials to meet installation goals
- Print out BOM's and stack the amount of panels needed to meet the quantity needed for each job
- loads & unloads installation vehicles with a forklift & manually if required
- oversees receiving and verifies freight against receiving documentation, noting discrepancies and/or damage and report findings
- maintains clean, safe & orderly workplace, free of obstructions & hazards
- Insures the security and proper management of the warehouse equipment and materials received and stored
- Maintain maintenance compliance for forklifts and moving equipment for proper functioning and maintenance

Materials Coordinator

Manpower-San Diego, CA

January 2022 to January 2023

- Collaborated with various departments to manage efficient flow of all materials
- Coordinated with departments to ensure efficient movement of all materials and evaluate all materials sent to shipping department.
- Coordinated with all department managers to ensure accountability for all materials.
- Using Oracle to check quantities and update inventory daily.
- Prepared and maintained records of items shipped. Post weights and shipping charges and prepares goods for shipment.
- Ensured timely and accurate shipping information is available to Order Management.

Shipping and Receiving Clerk

Stratasys Direct Manufacturing-Poway, CA

December 2017 to January 2021

- Accurate and timely Quality control to ensure products were not defective and ready for shipment of workload
- Ensure accurate data entry of received packages in the system.
- Scanning and processing the products to make sure all vendors are paid in a timely matter.
- Using the software Oracle to process receipts from the products received from the day.
- Logged inbound and outbound discrepancies, such as wrong product, incorrect quantities and damages.
- Operated forklifts, hand trucks or other equipment to load, unload, transport and store goods.
- Rejected deliveries containing damaged items or shortages and corresponded with shipper to rectify issues.
- Maintained inventory of shipping materials and supplies.
- Tracked inventory levels, handling aspects of shipping and receiving and kept accurate records.
- Prepared shipments for postage through careful packing, sealing and labeling of materials

Logistics Associate

GreatCall, Inc-Carlsbad, CA

December 2015 to December 2017

- Efficient packing, preparing and shipping of all customer shipments
- Accurate and timely completion of workload
- Inventory Control with the use of Wasp Barcode Technologies Software
- Ensure accurate data entry of received packages in the system
- Use pallet jack to move pallets throughout the warehouse
- Working cooperatively with team to assist in the process of getting products fixed and/or returned in a timely manner

Instructor

Mastersports LLC-San Diego, CA

November 2013 to June 2016

Use training, instructional methods and procedures to explain flag football and basketball to kids between 7 and 18 years old

- Teach and explain the rules and regulations governing different sports
- Ensuring a safe environment and enforcing safety rules during games
- Scorekeeping and officiating basketball games

Park Attendant

County of San Diego-San Diego, CA

June 2015 to February 2016

Responding to emails, answering phone calls, and helping customers by answering any questions possible

- Effectively managing telephone with multiple lines, taking accurate phone messages and delivering messages promptly
- Scorekeeping basketball games
- Updating the website on a weekly basis for the different men's leagues
- Ensuring safety for all individuals while participating in events at the park

Warehouse Worker

Aerotek-San Marcos, CA

February 2014 to December 2015

- Meticulously packing and sealing products into correct boxes to prepare for mailing
- Quality control to ensure products were not defective and ready for shipment
- Managing, organizing and retrieving stock in the warehouse
- Maintaining safe and clean work environment by keeping shelves, pallet area, and work stations neat
- Organizing warehouse and work area for orderliness at all times
- Stacking and loading boxes onto pallets and using pallet jack to move pallets around the warehouse
- Making sure the loading belts and machines were running smoothly
- Taking inventory of various machinery and parts

Education

Some college in mathematics

POTOMAC STATE COLLEGE OF WEST VIRGINIA UNIVERSITY - Keyser, WV

August 2006 to May 2008

High school diploma

HOLY CROSS REGIONAL CATHOLIC HIGH SCHOOL - Lynchburg, VA

August 2002 to June 2006

Skills

- INVENTORY, INVENTORY CONTROL, SHIPPING, 60 WPM, CUSTOMER RELATIONS, Logistics, Shipping Receiving, Warehouse Associate Assessments Attention to Detail: Inventory -- Expert August 2019 Applying systematic processes for managing and storing products and merchandise. Full results: <https://share.indeedassessments.com/share>
- assignment/r-jnfemwojpii4r2 Scheduling -- Familiar August 2019 Cross-referencing agendas and itineraries to avoid scheduling conflicts. Full results: <https://share.indeedassessments.com/share>
- assignment/mljirlwghbqad-wc Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.
- Order Picking
- Packaging (3 years)
- Pallet Jack (5 years)
- Order Picker (2 years)
- Math

- Computer Skills (10+ years)
- Computer Literacy (10+ years)
- Forklift (3 years)
- Load & Unload (5 years)
- Cherry Picker (2 years)
- Oracle
- Organizational skills
- Heavy lifting
- Computer skills
- Basic math
- Supply chain
- Reach truck
- Order picker
- Warehouse management system
- ERP systems
- Pallet jack
- SAP ERP
- Microsoft Excel
- Microsoft Office
- Microsoft Outlook
- Shipping & receiving
- Customer service
- Microsoft Word

Certifications and Licenses

Forklift Certification

First Aid Certification

Forklift Certification

Driver's License

October 2020 to June 2025

Pallet Jack Certification