

Cristian Castillo

Warehouse/Shipping & Receiving Lead/Quality Control

Los Angeles, CA 90006

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Warehouse clerk with 5 years of experience and increased responsibilities who pursues continuing education courses to improve understanding of warehouse operations, machinery, inventory control. Have a strong sense of organization, attention to detail and ability to develop positive interpersonal relationships with warehouse staff, shippers and management.

Work Experience

Shipping and Receiving

A.G. LAYNE - Los Angeles, CA

September 2018 to Present

Receive incoming hazmat material

Work effectively with scheduling, quality control & order management team members to ensure the quality of product and delivery goals are met or exceeded.

Worked with team members to complete final inspection of correct product,sds, certificates of analysis before loading the drivers.

Maintain a clean and organized, orderly work environment in office desk area,warehouse and yard.

Performed other duties assigned by supervisor.

Assist in doing a weekly and monthly physical count of inventory.

Work closely with management to understand and assist with implementing action plans to achieve department objectives.

Continuous mental and visual attention checking incoming and outgoing shipment, maintaining records, storing and issuing items, read work orders or receive oral instructions to determine work.

Attend and help with calls picking up product and provide them with certificate of analysis & safety data sheet.

Warehouse/Shipping & Receiving Lead

Cosmetic West

March 2014 to September 2018

- Operated forklift, stacker, manual & electric jack, plastic wrap machine.
- Unload drums, totes, boxes, bags of product, components, machines, etc.

- Loaded pallets that were either shipping out or going back to warehouse of FG, components, raw material, machines, etc.
- Receive raw material & components, inspect that it isn't damaged, leaking on drums or dents, make sure the right quantity matches bol, check if the information on packing list matches with the received merchandise such as weight, P.O., lot/batch number and product.
- Inventory of raw material, components, machinery quality and efficiency levels and implementing corrective action as required.
- Prepared shipping documents & sample products scheduled to ship via ups, FedEx, USPS.
- Involved in everyday logistics, working with the depots, truckers, and other employees, or find cost effective solutions that positively impacted the operation of the warehouse.
- Deliver packages that are dropped off by UPS, FedEx, dhl, USPS, Mac master.
- Inspect P.O.s & batch ticket and make sure it has the correct quantities and merchandise before giving it to production.
- Maintain department clean & organized stock pallets of FG in correspondent location, stock pallets of components, raw material, & machinery inside container.

Shipping Clerk

Alpine Electronics

July 2013 to March 2014

Warehouse/Shipping

- Packed & shipped out packages via ups, FedEx, USPS.
- Picked out orders when needed priority shipment.
- Did inventory every end of the month.
- Delivered packages dropped off by UPS, FedEx & dhl.
- Stacked & plastic wrapped pallet to get it ready to be shipped out.
- Helped other coworkers to get job done on time.
- Cleaned warehouse and working area after done with the day.

Skills

- Warehouse
- Inventory
- Shipping
- Data Entry
- Warehouse Management
- Pallet Jack
- Shipping & Receiving
- Forklift
- Microsoft Outlook
- Microsoft Excel
- Microsoft Word
- English
- Logistics
- Freight Experience
- Order Picker

- Order Management System
- RF Scanner
- Inventory control

Certifications and Licenses

Forklift Certification

Present

Pallet Jack Certification

Experience with hazmat

Present