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To obtain a position of responsibilities that utilizes my skills and experience and keen to work in an environment where I can enrich my knowledge.

Work Experience

Material Handler/Forklift Operator

KBP Coil Coaters - Denver, CO
December 2020 to Present

Packaging of product

Pit Operator/outbound

Amazon Fulfillment Associates - Thornton, CO
December 2018 to August 2019

Offloading stock deliveries, processing work orders, locating merchandise, packaging orders for shipment, operate warehouse machinery including forklifts, cherry pickers, and pallet jacks.

Shipping and Receiving

Texas Star Envelope - San Antonio, TX
October 2016 to November 2018

Stacked and transported all overstock to storage areas.

Operated powered lift trucks, floor sweepers, pallet jacks and forklifts safely and with a 0% incident rate. Installed protective bracing, padding and strapping to prevent shifting and damage to items during transport.

Loaded and unloaded delivery vans per shift.

Inspected product load for accuracy and safely transported it around the warehouse.

Communicated with floor managers to determine merchandise placement.

Unloaded cargo from truck with hand trucks and pallet jacks.

Houseman/security

Country Inn & Suites - San Antonio, TX
May 2016 to October 2016

Performed a complete cleaning of all surfaces, furniture and floors in the banquet room.

Collected linens and transported to cleaning rooms or trucks for offsite laundering.

Broke down room furniture arrangements and returned pieces to racks and storage rooms.

Performed weekly maintenance assessments.

Managed work with little supervision.

Unloaded incoming inventory and placed products onto shelves.

Used physical senses to detect emergency situations and respond to alarms.

Called police and fire departments in the event of an emergency.

Secured personnel and premises by inspecting buildings, patrolling property and monitoring surveillance.
Warned persons of rule infractions or violations and evicted violators from premises.
Communicated with supervisors regarding any issues that occurred while on duty.
Greeted tenants and guests as they entered and left the property.

Production Worker

Millennium Steel of Texas - San Antonio, TX
April 2015 to May 2016

Started machine operations by inserting control instructions into control units.
Monitored the production processes and adjusted schedules.
Managed quality control and maintained high customer satisfaction.
Completed preventative maintenance to enhance performance.
Optimized machinery performance by calibrating according to prescribed standards.
Inspected finished products for quality and adherence to customer specifications.
Maintained proper stock levels on a line.
Adjusted machine feed and speed if machine malfunctioned.
Maintained clean and organized work areas.
Troubleshooted problems with equipment, devices or products.
Started up and shut down processing equipment.
Worked with managers to implement the company's policies and goals.
Adhered to all applicable regulations, policies and procedures for health, safety and environmental compliance.
Used equipment such as loaders, hand trucks, forklifts and cranes in a safe and efficient manner.
Collaborated in a team environment to maintain high levels of productivity.

Skilled Laborer/ Leadman

Precision Demolition - Lewisville, TX
January 2014 to April 2015

LEWISVILLE, Texas

Labor Jan 22, 2014 - Apr 24, 2015

Managed pre-inspections, site supervision, site measurements, scheduling and equipment management.
Planned work and determined appropriate tools and equipment.
Worked overtime, including evenings and weekends, to respond to emergencies and fix unsafe conditions.
Managed work with little supervision.
Managed shift equipment and materials.
Led a team of 5-10 to perform various tasks.
Maintained site safety and kept work in line with budget, schedule and applicable building codes.
Ensured that employees were adequately trained on processes and equipment use.
Kept supervisor informed of job progress and material requirements
Mentored junior team members, providing guidance on proper techniques and safety.
Operation of Skid Steer, Excavator etc..
Cleaned all construction areas to avoid hazards.

Supervisor

Joey's Lawn Service - San Antonio, TX
March 2009 to January 2014

Collected and organized materials required for each project.

Kept unnecessary traffic away from work zones.
Monitored team member work and assisted with accomplishing objectives.
Secured required permits and arranged supplies for each project.
Trained crew members how to perform high-quality work with safety and efficiency in mind.
Reported to the owner on a weekly basis information regarding job progress and provided details when milestones were not being met.
Documented expenses, labor hours and supply usage.
Inspected worksites to survey for potential hazards or safety concerns.
Established and maintained service contracts with customers.
Managed job materials, supplies and tools and ordered new stock when inventory levels were low.
Recruited and hired individuals with exemplary skills who would improve overall productivity as part of work crews.
Documented labor hours, crew attendance and individual performance.

Over night stocker

Toys R Us - San Antonio, TX

November 2008 to December 2008

Gathered assigned merchandise and transported to store floor locations.
Reset merchandise throughout assigned section to give shelves and racks a professional appeal.
Picked up all boxes and related trash from the sales floor.
Attended to incoming trucks and used forklifts to move pallets to staging areas.
Removed product from boxes and placed on shelves in an attractive manner according to layout guidelines.
Communicated merchandise needs and issues to appropriate supervisors in a timely fashion.
Completed floor replenishment to guarantee size availability and promote customer satisfaction.
Helped customers select products that best fit their personal needs.
Offered exceptional customer service to differentiate and promote the company brand.
Shared product knowledge with customers while making personal recommendations.
Built and maintained effective relationships with peers and upper management.

Clerk

Quick Stuff - San Antonio, TX

September 2007 to September 2008

Scanned merchandise barcodes and bagged items using appropriate strategies for each type.
Put new merchandise on shelves and racks in attractive arrangements.
Responded to customer questions about products and services.
Maintained front check out area in a clean and organized fashion.
Offered direction and gave constructive feedback to motivate team members.
Managed wide variety of customer service and administrative tasks to resolve customer issues quickly and efficiently.
Communicated merchandise needs and issues to appropriate supervisors in a timely fashion.
Processed and issued money orders for customers.
Helped customers select products that best fit their personal needs.
Replenished merchandise shelves with items from the stockroom.
Marked clearance products with updated price tags.
Built and maintained effective relationships with peers and upper management.

Server/Cook

Ihop - San Antonio, TX

October 2006 to January 2007

Prepared for each shift by placing a clean cutting board and utensil bath at workstation.
Consistently verified that kitchen staff followed all recipes and portioned serving guidelines correctly.
Set up and performed initial prep work for food items such as soups, sauces and salads.
Diligently enforced proper sanitation practices to prevent the spoiling or contamination of foods.
Prepared dining and serving areas by setting up tables and counters.
Inquired about guest satisfaction, anticipated additional needs and happily fulfilled requests.
Welcomed guests with personable attitude and smile, offering to bring beverage orders while reviewing menu options.
Swept floors and maintained sweep logs.
Assisted guests with making menu choices in an informative and helpful fashion.

Education

High school

Skills

- PRINTERS
- INTERNET EXPLORER
- OUTLOOK
- WORD
- WORDPERFECT
- Shipping Receiving
- Forklift
- UPS
- Warehouse Associate
- Shipping
- Pallet Jack
- Materials Handling
- Machining
- Warehouse Management
- Surveillance
- Word Processing
- Load & Unload
- Packaging
- Order Picking
- RF Scanner
- Order Picker

- Manufacturing
- Computer literacy
- Warehouse experience

Certifications and Licenses

Forklift Certified

March 2017 to Present

Certification by Blakeman & Associates

P.I.T certified

April 2019 to Present

Additional Information

Attentive individual with broad background, including management, customer service and general warehouse operations. Vast experience in all aspects of loading and unloading trucks. Offering over 8 years working as a Team Leader.

Computer Skills

- EMail Software (Outlook, Thunderbird, etc)
- Internet Browser (Internet Explorer, Firefox, etc)
- Peripheral Devices (Scanners, Printers, etc)
- Personal Computers
- Word Processing Software (Word, WordPerfect, etc)