

# Enrique Martinez

Denver, CO 80110

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Experienced professional in warehouse operations, manufacturing, and production. Skilled in order picking, packaging, and equipment maintenance with a strong commitment to safety and quality.

## Skills

- Order Picking
- Warehouse Management
- Packaging and Shipping
- Inventory Management
- Forklift Operation
- Mechanical Knowledge
- Power Tools
- Fabrication
- Construction
- Carpentry
- Heavy Lifting
- Maintenance
- Basic Math

## Employment History

Full Case Picker

Dollar General, Blair, NE

March 2022

to July 2024

- Picked items based on order notes, using barcodes or serial numbers.
- Shrink-wrapped items and placed them in boxes or envelopes.
- Prepared cases for shipping, transported orders to the shipping area, and loaded them onto trucks.
- Updated inventory using scanning equipment and confirmed accuracy throughout shifts.
- Collaborated with warehouse staff and supply chain managers to ensure smooth operations.
- Maintained a clean and safe workspace, adhering to industrial safety regulations.

## Printer Feeder

Malnove Packaging, Omaha, NE

September 2017 to December 2019

- Loaded paper into the printing press's feeding tray and assisted the press operator.
- Performed routine maintenance, lubrication, and quality checks on the press.
- Managed supplies, tracked inventory, and monitored paper to prevent jams.
- Followed quality and safety guidelines, reporting issues to
- Assisted in cleaning, removing plates, and making repairs

## Education

High School Diploma

Collbran Job Corps, Collbran, CO

February 2015 to December 2016

## Certifications

- Forklift Certification

Authorized to work in the US for any employer

## Work Experience

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### **Full Case Picker**

Dollar General-Blair, NE

March 2022 to Present

case picker, are an order picker, is responsible for filling customer orders by pulling full cases of products from inventory. Other responsibilities include:

- Order management

Picking items based on order notes, using barcodes or serial numbers to locate them, and managing pick ticket orders

- Packing

Shrink wrapping items and placing them in boxes or envelopes

- Shipping

Preparing cases for shipping, transporting orders to the shipping area, and loading them onto trucks

- Inventory

Updating inventory using scanning equipment and confirming its accuracy throughout the shift

- Warehouse management

Working with other warehouse staff and supply chain managers to ensure smooth operations, and performing general warehouse duties as needed

- Safety

Maintaining a clean and safe workspace to prevent injuries and illnesses, and operating handling equipment according to industrial safety regulations

### **Shipping and Receiving**

Holly Sugar-Denver, CO

January 2020 to February 2022

Shipping and receiving

Handling shipments

Preparing outgoing shipments, receiving incoming shipments, and ensuring they are handled in a timely and organized manner.

Maintaining records

Keeping accurate logs of daily moves, and preparing and maintaining records of shipments, including dates, quantities, and destinations

Inventory management

Scanning inventory, conducting inventory counts, and participating in audits to ensure accuracy.

Communicating

Keeping customers or internal departments updated on delivery status, and communicating with carriers to schedule pickups and deliveries.

Resolving issues

Addressing problems that arise, such as lost items, returns, or shipping errors

Operating equipment

Using forklifts, pallet jacks, and other warehouse equipment to load and unload shipments, and move goods around

### **Printer feeder**

Malnove Packaging-Omaha, NE

September 2017 to December 2019

A printer feed, also known as a press feeder or press operator, is responsible for loading paper into a printing press's feeding tray. also perform other duties related to running the press, such as:

- Assisting the press operator: Helping with cleaning, removing plates, and making repairs
- Maintaining supplies: Bringing supplies to the press, putting them away, and tracking them
- Monitoring the paper: Checking for jams and making adjustments to prevent them
- Inspecting the press: Checking sheets for damage and inspecting the ink and other mechanisms
- Performing maintenance: Performing routine maintenance and lubrication
- Following guidelines: Following quality and safety guidelines, as well as plant processes and standard operating procedures
- Reporting issues: Reporting the status of projects and any machinery issues to the head press operator

## Education

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### **High school diploma**

Collbran job corp - Collbran, CO

February 2015 to December 2016

## Skills

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- Fabrication
- Press brake machine (2 years)
- Manufacturing (2 years)
- Power tools (5 years)
- Mechanical knowledge
- Basic math (7 years)
- Forklift
- Warehouse Experience
- Pallet Jack
- Facilities Maintenance
- Stamping Press
- Order Picking
- Load & Unload
- Food processing plant
- Construction
- Drywall
- Commercial construction
- Hand tools

- Frame carpentry
- Heavy lifting
- Plumbing
- Electrical experience
- Maintenance
- Property management
- Carpentry
- English
- Packaging
- Leadership
- Assembly
- Food production
- Supervising experience
- Lean manufacturing
- Plastics injection molding
- Machining
- Woodworking
- Trim carpentry
- Construction painting

## Certifications and Licenses

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**Forklift Certification**

**Driver's License**

**Confined Space Certification**

**EPA Certification**

**Pallet Jack Certification**

**Asbestos Certification**

**OSHA 10**

**OSHA 30**

**Scissor Lift Certification**

**Flagger Certification**