

Erique Hogue

Aurora, CO 80011
Oakden34@aol.com
303-995-3038

Warehouse professional with extensive aptitude to develop and maintain strong customer/client relations; as well as the ability to exercise business judgment to effectively resolve variance issues leading to customer/client services satisfaction.

- * Communications & Leadership
- * Organization & Administrative
- * FedEx and UPS online applications
- * Inventory & Procurement Management
- * Cycle Counting
- * Strong Interpersonal Skills
- * Data configuration & comparative analysis
- * Hardware & Software systems

#readytowork

Authorized to work in the US for any employer

Work Experience

Driver/Warehouse

National Waterproofing Supply - Denver, CO
May 2019 to Present

- Maintained standard levels of freight, stock, and other materials by processing shipments from loading docks, delivery vehicles, ships or containers
- Utilized knowledge of FedEx and UPS online systems to handle all international freight.
- Functioned in a collaborative setting and applied critical thinking skills in an effort to help customers receive quality customer service
- Determined shipping method for materials, using knowledge of shipping procedures, routes, and rates
- Knowledgeable in using the work devices such as hand tools, power tools, and postage meter.
- Prepare materials for shipping such as, packed, sealed, labeled, and affixed postage

Assistant Shipping and Receiving Manager

New Tech Machinery - Denver, CO
2012 to 2018

- * Independently managed and supervised all phases of training the new employees regarding company policies and procedures.
- * Utilized knowledge of FedEx and UPS online systems to handle all international freight.
- * Functioned in a collaborative setting and applied critical thinking skills in an effort to help customers receive quality customer service.

- * Received inquiries from the public, assess needs, and directs to appropriate person or department. Performed related work as assigned by the administration.
- * Maintained positive behaviors, approaches, attitude, and commitment to interpersonal service toward visitors and co-workers.
- * Handled directly or refers to appropriate person, follows-up on calls and, further utilizes this knowledge to organize and route all correspondence.
- * Coordinated as well as assisted in all shipping and receiving goods to and from the business site.

Shipping and Receiving Clerk

Forensic Laboratories - Denver, CO
2010 to 2011

- * Utilized knowledge of FedEx and UPS online systems to handle all international freight.
- * Examined contents and compare with records, such as manifests, invoices, and orders for verification of accuracy with the incoming or outgoing shipments
- * Prepare materials for shipping such as, packed, sealed, labeled, and affixed postage
- * Knowledgeable in using the work devices such as hand tools, power tools, and postage meter.
- * Determined shipping method for materials, using knowledge of shipping procedures, routes, and rates.
- * Recorded shipment data, such as weight, charges, space availability, damages, discrepancies, which in turn was used for reporting purposes such as, accounting, and recordkeeping.

Forklift Driver

United Natural Foods - Aurora, CO
2008 to 2009

- * Attached identifying tags to containers and/or mark them with identifying information.
- * Maintained standard levels of freight, stock, and other materials by processing shipments from loading docks, delivery vehicles, ships or containers.
- * Relocated inventory when necessary from storage and production areas, by hand or using trucks, tractors, and other equipment.
- * Reviewed work orders and/or receive oral instructions to determine work assignments, material and equipment needs.
- * Utilized various applications on stationed computer to input company data on a daily basis.

Education

BS in Psychology

Colorado State University-Fort Collins - Fort Collins, CO
August 1984 to May 1988

Associate in Business Accounting

Colorado State University-Fort Collins - Fort Collins, CO
August 1984 to May 1988

Skills

- FEDEX (8 years)
- UPS (8 years)

- ACCOUNTING (2 years)
- EXCEL
- MICROSOFT WORD
- Procurement Management
- Procurement
- Box Truck
- ERP Systems

Assessments

Organizational Skills – Proficient

December 2018

Measures a candidate's ability to arrange and manage files or records using a set of rules.
Full results: https://share.indeedassessments.com/share_assignment/hhbw81hw77ylg0a5

Data Entry Skills – Proficient

December 2018

Measures a candidate's ability to accurately input data and effectively manage databases.
Full results: https://share.indeedassessments.com/share_assignment/t0mxt0g9urvbzq62

Problem Solving – Completed

December 2018

Measures a candidate's ability to analyze relevant information when solving problems.
Full results: https://share.indeedassessments.com/share_assignment/mpqevsef-qxfiz7b

Attention to Detail: Inventory – Proficient

July 2019

Applying systematic processes for managing and storing products and merchandise.
Full results: https://share.indeedassessments.com/share_to_profile/767bef5947132eaa9ff8fa72090d0335eed53dc074545cb7

Management & Leadership Skills: Planning & Execution – Highly Proficient

July 2019

Planning and managing resources to accomplish organizational goals.
Full results: https://share.indeedassessments.com/share_to_profile/5132341892475399e334c06793dee91aead53dc074545cb7

Teamwork: Interpersonal Skills – Familiar

June 2019

Resolving disputes, solving team problems, and understanding nonverbal cues.
Full results: https://share.indeedassessments.com/share_to_profile/8003d90048da11bc2a7e83236b1387fdeed53dc074545cb7

Work Style: Reliability – Familiar

May 2019

Measures a candidate's tendency to be dependable and come to work.

Full results: https://share.indeedassessments.com/share_to_profile/4f6a3df99d26b8af1d7433f0175dfb95eed53dc074545cb7

Warehouse Shift Leader — Completed

May 2020

Supervising warehouse staff and maintaining safety and security standards.

Full results: https://share.indeedassessments.com/share_to_profile/cfad864b823a563388ca78efcc0fa4b0eed53dc074545cb7

Attention to Detail — Completed

May 2019

Identifying differences in materials, following instructions, and detecting details among distracting information.

Full results: https://share.indeedassessments.com/share_to_profile/2fdc7fcb209bb76aa4895e37dd539688eed53dc074545cb7

Warehouse Shift Leader — Completed

May 2020

Supervising warehouse staff and maintaining safety and security standards.

Full results: <https://share.indeedassessments.com/attempts/dfd383789edd0d49d7ebf98523b9371aead53dc074545cb7>

Attention to Detail — Proficient

May 2020

Identifying differences in materials, following instructions, and detecting details among distracting information.

Full results: <https://share.indeedassessments.com/attempts/e284b9c593f589916365e0694cdd7c60eed53dc074545cb7>

Warehouse Associate — Proficient

May 2020

Assesses the tendencies that are important for success in warehouse roles.

Full results: https://share.indeedassessments.com/share_to_profile/d6b32d0cb72735dc2dd70cd9d4e10177

Analyzing Data — Completed

April 2019

Measures a candidate's skill in interpreting and producing graphs, identifying trends, and drawing justifiable conclusions from data.

Full results: https://share.indeedassessments.com/share_to_profile/7822aa946707cec55aa7649761aa0145eed53dc074545cb7

Delivery Driver — Highly Proficient

May 2020

Interpreting instructions, reading maps, and solving problems.

Full results: https://share.indeedassessments.com/share_to_profile/4ea6bebeb7c1fa723bc8b643d05eb81ceed53dc074545cb7

Forklift Safety — Highly Proficient

May 2020

Best practices and safety hazards in forklift operation.

Full results: https://share.indeedassessments.com/share_to_profile/d6a6ac0a151cdc3e1a07e39c04ebed76eed53dc074545cb7

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Additional Information

COMPUTER SKILLS

- Worldship(UPS),
- FedEx - online,
- Windows XP Desktop,
- Microsoft Word, Excel,
- JD Edwards Software,
- Quickens Accounting