

George Otero

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SUMMARY

I am an enthusiastic, dedicated and reliable team player motivated to learn and gain hands-on experience. I am looking forward to developing essential skills and growing within a dynamic and supportive environment.

Digital Content Creator/Designer, *Jeng Insurance Group LLC. Centennial, CO*
August 2023 to Current

Content development, social media management collaborating with the owner to create cohesive and compelling campaigns. Adhering to content guidelines to ensure brand message is clear and aligned with the company's overall strategy.

Shipping and Receiving Clerk, *Hanes Supply Inc. Buffalo, NY*
July 2022 to July 2023

Involved managing the flow of goods, ensuring incoming and outgoing shipments are accurate, timely, and conducted efficiently. Verified and maintained records on shipments. Arranged transportation services and ensured inventory was accurate.

Warehouse Worker, *Retail Repair. Old Bridge, NJ*
January 2015 to December 2020

Loading and unloading materials, completing warehouse work as needed utilizing the necessary equipment such as forklift, electric pallet, reach truck, cherry picker side-rider, lifting, packing as needed. Cleaned and maintained equipment. Troubleshooting and repairing as needed.

Groundskeeper, *Sherrell Westbury Funeral Home. Jackson, GA*
May 2019 to September 2019

Prepared gravesites for funerals, maintained cemetery grounds and ensured the environment remained respectful and dignified for visitors. Excavation, landscaping, upkeep, repairs, equipment operations, problem-solving. Compassion for visitors.

Warehouse Worker, Ken's Foods. McDonough, GA

January 2014 to December 2015

Loading and unloading materials, completing warehouse work as needed utilizing the necessary equipment such as forklift, electric pallet, reach truck, cherry picker side-rider, lifting, packing as needed. Cleaned and maintained equipment. Troubleshooting, organizing and auditing inventory. Verified and maintained records on shipments.

August 2006 – May 2010

High School Diploma *Dutchtown High School, Hampton, GA*

- Warehouse Equipment
- Physical Stamina
- Attention To Detail
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- Troubleshooting
- Customer Service
- Fast Learner
- Problem-Solving