

# Geovanny Gomez

Aurora, CO 80229

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## Work Experience

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### **Order Picker**

Terra Staffing/Wesco - Aurora, CO

July 2021 to October 2021

- Collecting order notes to fulfill deliveries(Cherry Picker).Picking out ordered items from storage shelves or rooms using barcodes, serial numbers, etc..(Rf Scanner) Securely shrink-wrapping items before placing them in envelopes or boxes.Operating handling equipment according to industrial safety regulations.Loading delivery vehicles (Forklift) Updating stock inventory after each item is retrieved.Managing stock after every order is scanned.Performing general warehouse duties as necessary

### **Building Supervisor**

Roth Property Maintenance - Denver, CO

April 2018 to May 2021

- Establishment of cleaning standards and procedures for workers. Coaching and developing employees (cleaners)Scheduling and assigning specific duties/roles to cleaners and also ensuring that they are carried out.Cleaning equipment on a regular basis so as to know when they are worn-out Request for and monitoring the usage of cleaning materials.Keeping up with pay roll attendance and scheduling.Require assistance to cleaners while they carry out their duties.Communication skills in speaking, writing, and listening. Supervisor must be someone that gets along easily with people (easily approachable)Outstanding when it comes to organization and coordination of both humans and their activities.Excellent decision-making ability is a must-have,Proactive in the line of duty Ability and willingness to work as part of a team, and most importantly, lead a team.Have a clear understanding of customer service guidelines/principles.Have experience in cleaning and supervision of cleaning procedures

### **Sales Manager**

Auto zone

January 2015 to December 2018

Achieving growth and hitting sales targets by successfully managing the sales team Designing and implementing a strategic sales plan that expands company's customer base and ensure it's strong presence objectives setting, coaching and performance monitoring of sales representatives

## Education

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### **High school**

## Skills

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- Sales
- Sales Management
- Forklift
- Warehouse experience
- Shipping & receiving
- Packaging
- Customer service
- Logistics
- Bilingual
- Order fulfillment
- Automotive repair
- Management
- Maintenance
- Microsoft Word
- Load & Unload
- Pallet Jack

## Languages

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- Spanish - Expert