

Ivan Quintanilla

Contact Information

Email Ivanquintanilla24@gmail.com

Phone: (720)400-1092

Professional Summary

Logistics personnel with over 2 years of experience in shop order, inventory control, customer order and expediting. As well as, attending meetings with planners, engineers and supervisors. Implementing effective strategies to get the job done in a timely and orderly fashion. Looking to improve and gain managerial skills. Comfortable working in framing, painting and some experience in remodeling.

Skills

- Self-Motivated
- Work efficiently
- Lead
- Training others
- Open minded
- Quick Learner
- Effective Decision Making
- Problem Solving
- Communication
- Organized

- Time Management
- Responsible
- Team Player
- Work efficiently under pressure
- Proficient at analyzing data
- Great at labor demanding work

Work Experience

Amazon- DDV5 Aurora, co-
Position: Water Spider Lead

- Experience in unloading and loading trailers as well as working in a fast paced and demanding environment. Working as a team to accomplish daily tasks.

Stolle Machinery- Centennial, Co

Position: Material Coordinator Union 1

2 year experience (2021-2023)

- Experience in using IFS to reserve and release console and customer orders
- Sensitive to detail for each customer order, verifying each order
- Create invoices, shipping labels and other documents that accompany shipment
- For warranty items, create customs only invoice
- Verify products against shipping documents
- Confirm that unit of measure is correct (sets vs each)
- Indicate which shipper and method, communicating with them as necessary
- Complete paperwork for export compliance (weights, country of origin) for international shipments
- International shipments are handled with care and properly
- Check parts for damage, rust and other similar issues

- Coordinate with assembly on the shipping of large spare and OEM jobs
- Coordinate and interact with customer service, inspection and accounting as necessary
- Order materials which include boxes and packing supplies
- Maintain 6s assigned area
- Use IFS to perform required shop order transactions accurately
- Accurately pull orders according to picklist verify part numbers correspond with picklist
- label parts correctly with specified shop order, part number, description and quantity
- Stage issued parts in correct tub on corresponding cart or pallet
- Clearly and correctly fill out picklist and place with pulled parts
- Have the knowledge to accurately trace historical errors related to parts
- Perform quality control (staging, labels, securing items, etc)
- Maintain inventory accuracy
- Have general knowledge of product family to assist with identifying the correct parts
- Correctly receive shop orders in accordance with the SOP
- Accurately move items in to a new or existing location and or change location by using cedar bay/IFS
- Accurately unissued items from a shop order and accurately return items to stock
- Knowledge of how to access and accurately use pull sheets
- Print and pull shortages after initial pull
- Have the knowledge to accurately pull, issue and distribute parts for both small and large spares

- Assist the expeditor team
- Work with planners to resolve discrepancies with orders
- Able to locate parts to alternate locations
- Knowledge of appropriate locations for expense items
- Able to use Share print proficiently
- Have the knowledge to correctly close out LS and XLS shop orders for shipment
- Respond to email request with accurate and timely responses in references to shop order processes
- Visually inspect parts for damages and notify the IC team to deliver to QC
- Ability to train others on all tasks in the subarea and to improve the overall process

Certifications

Forklift/crane certified

Education

Highschool Diploma (2019)

Aurora Central high school (2015-2019)

References

Michael (Mike) Garcia

Phone: (303)708-9044

Logistics Manger

Jesse Linden

Phone: (303)708-5176

Logistics supervisor

Brandy

Phone: (303)921-9682

Union Representative

Dakoda

Phone: (720)229-7796

Amazon supervisor/ mentor

(This individual no longer works for amazon)