

# Jorge Sanchez

Northglenn, CO 80233

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To obtain a position as an Operations Manager

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

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### **Operations Manager**

AZZ Galvanizing - Commerce City, CO

May 2021 to Present

In charge of 24/5 galvanizing operations, crew consists of 50+ warehouse employees and three supervisors. Responsible for scheduling daily workload to maintain current lead times, ensure proper staffing per shifts by reviewing/approving vacation request, suspensions and sick calls. Support safety department by organizing weekly safety meetings, driving safety culture, and issuing disciplinary documentation when safety infractions are encountered. Developed attendance policy, emergency contact list, and contingency staffing plan for warehouse. Support quality department by finding root causes on galvanizing defects, coaching employees, and ensuring proper procedures are followed. Support Office manager by approving/rejecting new hires and terminations, employee counseling, and pay roll requests. Act as interim plant manager when plant manager is on vacation

### **Operations Manager**

Ryerson - Commerce City, CO

August 2018 to February 2021

Manages daily operations at the commerce city facility overseeing 25 warehouse employees, three supervisors, and 1 Scheduler/Receiver. Oversee the SLC facility conformed of 1 supervisor, 1 lead man, two warehouse employees and 3 drivers. Responsibilities include safety, training, production, staffing, enforcing of policies, coaching and issuing censures for union employees and office staff, address union grievances, etc

Achievements:

- Implemented third shift operation, eliminating 14/16 hours workdays for second shift crew
- Eliminated unsafe act of working thru lunches
- Reduced number of injuries from 2018/2019 to zero in 2020 (483 days injury free)
- Implemented paper recycling program at Cut To Length line saving approximately \$10,000 per year
- Implemented visual clock for Cut To Length line with Operators input reducing average set up time by 48% compared to 2018
- Reconfigured layout in order filling area to increase productivity gaining in tons per hour, cost per ton, bundles, total tons
- worked with Quality manager to develop new training documents for new employees and cross training documents for existing employees
- allocated resources to different shifts to remain flexible to customer demands

- Inventory management - managed \$3 million plus inventory, \$45,000 loss in 2019 was converted to an \$8,000 gain in 2020

### **Business Process Optimization Analyst - Operations**

Ryerson - Lisle, IL

February 2017 to August 2018

- Canada SAP conversion - 2017
- \* Winnipeg, MB
- \* Brampton, ON
- \* Burlington, ON
- \* Vaudreuil, QC
- Provide training prior, during and post SAP implementation (roll-outs) including:
  - \* Receiving
  - \* Inventory
  - \* Scheduling
  - \* Processing
  - \* Shipping
- Create job aids with step by step instructions for simple and effective user engagement
- Travel to Ryerson's locations to perform on-site assessments
- Provide recommendations for improvements based on data analysis from assessments
- Provide problem resolution to users by analyzing information and determining root causes

### **Service Center Operations Supervisor**

Ryerson - Shelbyville, KY

March 2015 to February 2017

In charge of fast pace daily operations that require meeting high standards for quality, production, and on time delivery

- Review of daily reports to establish the sequence of operations at Cut To Length lines, PLASMA, SHEAR, SAW, and SLITTER
- Problem resolution
- Occasional receiving
- Daily release of pull orders for next day delivery
- Building and closing out loads for shipping
- Responsible for cardboard inventory and warehouse supplies
- Ability to work independently, excellent situation assessment, and problem resolution without the assistance of management
- In charge of safety meetings and follow-ups
- Experience with Inventory preparation
- Expertise in time management which facilitates availability to take on additional responsibilities as needed within the facility

### **Lead Man**

Ryerson - Shelbyville, KY

June 2004 to February 2015

- Direct workforce to complete order requirements and required shipping schedules, assist operators in quality issues, order specifications and scheduling. Adjust to personnel requirements to provide necessary staffing coverage on key pieces of equipment, take advantage of production opportunities to maximize efficiency of operations.

- Assume short-term responsibilities for management vacancies as requested. Assist management as necessary when workflow is such that help is requested.
- CTL Operator - processing material in accordance with customer specs including surface quality and finished product tolerances

## Education

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### **BS in Business Administration**

Midway University

2018

### **General Education**

Jefferson County & Community College

September 2014 to September 2017

## Skills

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- SAP
- Time management
- Manufacturing
- Lean manufacturing
- Leadership
- Supervising experience
- Management

## Languages

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- Spanish - Fluent

## Assessments

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### **Management & leadership skills: Planning & execution — Expert**

April 2021

Planning and managing resources to accomplish organizational goals

Full results: [Expert](#)

### **Supervisory skills: Motivating & assessing employees — Expert**

April 2021

Motivating others to achieve objectives and identifying improvements or corrective actions

Full results: [Expert](#)

### **Basic computer skills — Highly Proficient**

August 2021

Performing basic computer operations and troubleshooting common problems

Full results: [Highly Proficient](#)

### **Typing — Highly Proficient**

August 2021

Transcribing text

Full results: [Highly Proficient](#)

### **Numerical reasoning skills — Highly Proficient**

August 2021

Quickly and accurately performing basic mathematical operations, recognizing numerical sequences, and interpreting graphs

Full results: [Highly Proficient](#)

### **Business math — Highly Proficient**

August 2021

Using basic math to solve problems in a business context

Full results: [Highly Proficient](#)

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