

# Jose

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## Summary:

Seeking an Inventory & Receiving Clerk position where I can apply my skills and experience to accomplish assigned tasks.

## Skills:

Mechanical Assembler

- Machine Operator
- Shipping and Receiving
- Order Selector
- Saw Operator
- Bilingual English and Spanish
- Forklift Operator
- Inventory clerk

## Experience:

Toyota Racing Development  
01/17to 02/18  
Automotive technician

I was sand blasting the motors, I was using the pressure washers to remove the deburr . Also I was testing the motors to check that theirs no leaks, and using hand and power tools. I was also helping my co workers with anything but that they needed help with.

Inet Aerospace 11/13-12/16

Mechanical Assembler

- Working as mechanical assembler, assembling wires.
- Able to read Blue Prints and product specifications.Wiring , Harnessing and Box-build , color code and diagram orientation. Familiar with different Hand/ Power tools and Measuring equipment , caliper and measuring tape. Driving a sit down forklift, and using stocking the material on the warehouse.
- Sometimes showing the customer the material and shipping and receiving.
- Also using a machine operator with a caliper and tape measure.

Temp Agency - 06/10 to 09/13

Machine Operator

- Assembling glasses with the hand, putting all the parts together.
- Also, using hand tools and putting small parts together

- Manually pulling orders, and using the computer to enter data.
- Using the forklift, and doing inventory.
- CNC machine operator
- Also medical device; clean room, and cycle counts.

Timet Titanium - 03/06 to 05/10

Mechanical Assembler/Shipping and Receiving

- Worked as a warehouse doing shipping and receiving UPS and Fed-Ex and storing goods with the forklift.
- mechanical assembler using hand and power tools.

Machine operator and CNC machine operator in the following: Panel saw cutting, titanium bars and plates.

- Doing inventory and stock room along with Data entry.

Temporary Agency - 02/05 to 02/06

Warehouse Clerk

- Working in many positions doing; inventory, machine operator, pulling order, shipping and receiving.
- Also, worked as an assembler and using the forklift.

Tires Warehouse - 04/03 to 01/05

Warehouse Clerk

- Driving an 18 ft. Long truck delivering tires to other companies.
- Performed warehouse duties such as: stockroom, pulled orders, moved merchandise using forklift, shipped merchandise using UPS, and FedEx.

Wakunaga of America - 04/01 to 03/03

Shipping Receiving

- Pulled orders, receiving goods, shipped merchandise, and operate forklift.

Education:

Century High School

- High school diploma