

Judeth Rubio

Order Stocker - Caterpillar

Denver, CO 80205

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A hard working person with the ability to learn quickly and follow instructions. Works well in a team or individually to complete set goals, self-motivated and does not need to be micromanaged as I understand what is expected of me. Great team leader that can push others to work to the best of their ability and lead by example. Excellent verbal and written communication skills with the ability to multitask and prioritize work. Very adaptable and looking to be further challenged in a constructive and motivating environment, while also setting a strong example for others.

Work Experience

Order Stocker

Caterpillar

September 2017 to Present

Stocking supplies to be packaged and shipped
Denver Public Schools

Crew Lead II

Bruce Randolph/Pioneer Charter

February 2017 to September 2017

Supervised the repair and maintenance of a facility, systems and grounds with considerations to staff and student security and safety so that the facility is operational

- Manage and train one-part time employee during the evening on cleaning while also having to secure the building
- Communicating with the principle to get priorities accomplished
- Voluntary overtime during building emergencies such as abatement's
- Managing time to ensure tasks are completed with quality of work maintained
- Acting Facility Manager assuming all FM duties including ordering, QA inspections,

Custodial Helper

January 2014 to February 2017

Keep assigned run clean and organized

Part Time Custodian

August 2013 to January 2014

Keep assigned run clean

Lead position in charge of machinery

Fresh Point

July 2012 to August 2013

temping coolers, checking orders, label making, training staff.

- Sorting produce
- Packaging
- Training staff on work procedures and job duties
- Keeping temperature logs for coolers
- Keep machines running and at a certain temperature.

Education

ABNS online academy
2008 to 2009

Skills

Pallet Jack