

Justin Fontanez

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To obtain a position utilizing 10+ years of warehousing experience, in which to contribute to the success of an organization.

Work Experience

Shipping and Receiving Coordinator

Unlimited Supplies - Plymouth, MN

September 2017 to Present

Coordinate the shipping of tool and fastening supplies in compliance with customer requirements, ensuring the quality and accuracy of outgoing shipments, complete all related paperwork including packing lists and bills of lading, update entries in inventory management system, process UPS/Fedex/Speedee labels and schedule LTL freight and couriers, receive all inbound freight verifying good integrity and accuracy, report any receiving discrepancies and put away material in proper locations, sit down forklift operation to move materials throughout the warehouse.

Warehouse Lead

Young champions - Santa Ana, CA

May 2008 to June 2017

Timely order fulfillment while maintaining quality and accuracy, maximize profitability through cost effective shipping methods, process local parcel shipments through UPS Worldship, coordinate and prepare outbound LTL shipments for freight companies, receive and unload product from international containers, oversee warehouse staff and assist with training and delegating workload based on department goals, review discrepancies and inventory management through software and physical counts, drive 26ft box trucks with lift gate for transporting material, safely utilize stand up forklifts for movement of product.

Field Technician

Marble masters - Buena Park, CA

November 2006 to August 2007

Travel to various worksites, restoration and maintenance of natural stone surfacing, use of tools such as hand grinders and drills, operate floor sander and polisher, mix and replace grout, seal surfaces, set up and clean up worksites.

Education

Certificate in Drafting technology

Cerritos College - Cerritos, CA

2007 to 2008

Diploma in General education

John F Kennedy High School - La Palma, CA
1998 to 2002

Skills

Inventory management, shipping and receiving, forklift operation

Certifications/Licenses

Forklift Operator Certification

DOT Medical Card