



# LEROY HOFFMAN

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## Summary

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I'm a Hardworking professional with over twenty five years of solid experience in my family ran Hardwood floor industry. This is where I honed warehouse operation techniques. Very experienced in operations of pallet movers, forklifts and swing-reach trucks. I have my forklift certification and have had one since 1991. Everyday tasks would include shipping and receiving, loading, and unloading trucks and order picking and packing.

I have been Commended for honesty, hard work and positive attitude. Some of my victories would include being hired at T&G hardwood floor I walked into a warehouse where they did not know what they had or how much money they even had in it and less than two months I had turned the whole Warehouse around to a point where there was clearing \$10,000 a month profit just on material. I can't take all the credit for my experience and victories I had a good teachers over the years and gave me a chance to perfect what I do for a living I'm not looking for a eight to five time clock punching job, look for a "home" to finish out my career.

## Skills

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- Shipping and receiving
- Shipment unpacking
- Loading and unloading
- Supply ordering
- Warehouse organization
- Materials handling and transport
- Order fulfillment
- Associate training
- Forklift operations
- OSHA compliance
- Team leadership
- Employee training
- Cost reduction

## Experience

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Traba | Broomfield, Colorado

### Warehouse Worker

04/2024 - 10/2024

- Maintained accurate inventory records using computerized tracking systems.
- Inspected incoming shipments for damage or discrepancies.
- Processed returns of defective merchandise as required.

Above Parr Hardwood Floors | Littleton, Colorado

### Warehouse/installer

08/2015 - 04/2024

- I was the lead man on residential & commercial jobs.I would inform the clients throughout each phase of the project.
- I do maintain records for owner to make sure we was up to jOSHA standards when handling hazardous chemicals like sealants and stains.
- Ensured that all work areas were kept clean during installation process.

T&G Hardwood Floors | Denver, Colorado

### Warehouse Manager

07/2002 - 08/2015

- Established procedures for inventory control by coding all material that was passed out to employees. How do you turn around of over \$12,000 a month and profit for owners
- My warehouse was designed to maximize space for stock while allowing for high volume traffic zones. I did this so customers could come to the warehouse to look at wood on the weekends
- Put trackers on all company Vans to track miles and hours and made a profit of over \$6,000 a month just on employee extra hours and wear and tear with gas for vehicles.

All City Hardwood Floors | Denver, CO  
**Warehouse Assistant**  
02/1994 - 07/2002

- Managed weekly cycle counts to ensure accurate inventory levels are maintained.
- Ensured compliance with company policies regarding proper storage of hazardous materials.
- Identified defective, incorrect, or missing merchandise and promptly reported to supervisor.

LeRoys Hardwood Floors | Brighton,  
Colorado  
**Warehouse Worker**  
02/1980 - 02/1994

- Maintained accurate inventory records using computerized tracking systems.
- Inspected incoming shipments for damage or discrepancies.
- Processed returns of defective merchandise as required.

## Education and Training

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Northglenn High School | Northglenn, CO  
**High School Diploma**  
07/1984