

Melissa Romero

To obtain a position within an environment that will both challenge and utilize my training and experience

Denver, CO 80227

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Authorized to work in the US for any employer

Work Experience

Picker/Packer

Park Supply of America - Denver, CO

October 2017 to Present

Picker/Packer

Responsible for getting orders picked and packed in a timely manner.

Returns Processor

Navajo Manufacturing - Denver, CO

June 2014 to February 2017

Navajo Manufacturing

Manager.

Utilized skills to prepare outgoing orders for distribution and verified incoming shipments.

Health Care

Wheat Ridge Regional - Arvada, CO

May 2014 to September 2014

Worked with ambulatory to non ambulatory residents. Also worked with Behavioral residents and learning defense tactics. Work description included preparing meals for all residents , taking residents to appointments, logging in reports of activities of daily living ,incident reports ,communicating with nurse on all residents health issues ,and providing a safe environment for all residents.

Sales Representative

DPI Specialty Foods - Henderson, CO

2005 to 2013

Responsible for ordering for four accounts

* Merchandised product; resets, sales and holiday displays

* Maintaining back stock

* Maintaining key retailing in all accounts

* Completing credits weekly

* Audited for expired product daily

Account Manager

New Age Beverage - Denver, CO

2001 to 2005

Responsible for product sales for 50 accounts

* Obtained new accounts and increased sales for several routes

* Top sales February-May, July, and December 2004

Production Supervisor

JHB International - Denver, CO

1994 to 2000

Responsible for Department productivity.

Shipping and Receiving

Inventory

Education

Denver School of Massage Therapy

2004 to 2005

Cosmetology

Lavonnes Beauty College - Denver, CO

1988 to 1989

Emily Griffith Opportunity School - Denver, CO

Additional Information

References available on request.