



NICHOLAS BRITO

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PROFESSIONAL SUMMARY

Talented Manager with expertise in team leadership, planning and organization. Smoothly guides co-workers in learning to handle daily functions that meet customer needs. Diligent trainer and mentor with exceptional administrative abilities that sustain a results-driven mentality.

SKILLS

- Strategic Planning
- Staff Management
- Coaching and Mentoring
- Operations Direction
- Order Fulfillment
- Customer Service
- Problem Solving
- Detail-Oriented
- Critical Thinking
- Decision Making
- Communication
- Effective Learner

EDUCATION

High School Diploma

*Thornton High School, Thornton, CO
June 2006*

WORK HISTORY

Driver

DoorDash

Northglenn, CO | May 2020 - Current

- Completed deliveries efficiently and according to compliance regulations while upholding high standards of professionalism and discretion when working with business partners and customers.

Warehouse/Fulfillment Manager

Elite Health Partners

Gunbarrel, CO | August 2019 - May 2020

- Tracked shipping and delivery goals and developed improvement systems to correct deficiencies.
- Monitored inventory levels while collaborating with vendors.
- Cross-trained associates on essential job functions and procedures.

Product/Operations Manager

Weehoo

Golden, CO | December 2015 - May 2019

- Managed daily operations, orchestrating forward-thinking strategies to accomplish profit and expansion goals.
- Created systems and procedures to improve operational quality and improve team efficiency
- Negotiated price and services with customers and vendors to decrease expenses and increase profit.

Receiving Lead

Eldorado Trading Co.

Broomfield, CO | April 2011 - August 2015

- Warehouse organization and delivery fulfillment
- Invoice review and quality control on orders
- Educated workers about proper safety procedures to prevent accidents and injuries.
- Provided feedback, training, and skill development to staff to improve accuracy, productivity and quality.