

Orlando Lee

Aurora, CO
leeorlando@rocketmail.com
7204098691

Authorized to work in the US for any employer

Work Experience

Lead Material Handler/Forklift Driver

Karcher - Englewood, CO
January 2020 to Present

- Pull Products for outgoing domestic and overseas orders
- Receive incoming domestic and overseas products
- Help other associates throughout the facility with others tasks as needed
- Load and unload incoming domestic and overseas products
- Keep track of products throughout the plant facility
- Help plant leads and supervisors with tasks as needed
- Keep plant assembly line supplied with necessary parts as needed
- Responsible for opening warehouse portion of the plant facility daily

Assistant Warehouse Manager/Warehouse Worker/Forklift Driver

Estates Brand Distributing Company - Denver, CO
June 2018 to January 2020

- Responsible for opening and closing of warehouse daily
- Unload and receive incoming alcohol products daily
- Stocking as well as keeping track of alcohol products inventory throughout the warehouse
- Monthly inventory cycle counts of products in the warehouse
- Responsible for maintenance of forklift and all warehouse equipment
- Load company delivery vehicles with outgoing local orders for customer deliveries
- Help customers and sales associates with will calls at warehouse
- Assist delivery drivers on routes as needed

Warehouse Worker/Inventory Control

MWI Veterinary Supplies - Aurora, CO
December 2016 to June 2018

- Keep Track of Warehouse inventory
- Make sure all US PS, FedEx, LTL, and USPS orders are shipped on time
- Pick customer orders using RF scanning System
- Checking all orders being shipped out of r accuracy
- Monitor and keep product on assembly line for packers to pack
- Check accuracy of products on pallets to be shipped

Warehouse Worker/Forklift Driver/Inventory Control

JSD Auto Parts - Phoenix, AZ
March 2016 to December 2016

- Picking of customer orders
- Receiving and shipping parts and material via USPS, FedEx and UPS
- Inspecting parts to make sure they are up to quality control standard
- Recheck customer orders to make sure correct
- Loading and unloading FedEx Ground Trailers
- Keeping track of warehouse inventory
- Close and secure warehouse at the end of the day

Education

High school diploma in Basic Studies

Glendale High School - Glendale, AZ

August 1996 to May 2000

Skills

- Materials Handling (10+ years)
- Shipping & Receiving (10+ years)
- Warehouse Experience (10+ years)
- Order Picking (10+ years)
- Forklift (10+ years)
- Reach Truck (10+ years)
- Pallet Jack (10+ years)
- RF Scanner (10+ years)
- word,excel,powerpoint (10+ years)
- Order Picker
- Freight Experience
- Warehouse Management
- Manufacturing
- Load & Unload
- Packaging
- Delivery Driver Experience
- Quality Inspection
- Logistics
- Inventory Control
- Shift Management

Certifications and Licenses

Forklift Certification

Forklift Certification