

Jaime Gamez

Schoolcraft, MI 49087

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Professional Summary

Service-oriented work experience in a fast-paced environment with multi-tasking skills and attention to detail.

Authorized to work in the US for any employer

Work Experience

Service Shipping Coordinator

Stryker Instruments-Kalamazoo, MI

December 2020 to March 2024

I resolved systematic issues in the shipping department using SAP. I have experience using Salesforce. I used both S4 and EWM to solve issues

Cashier

Speedway-Schoolcraft, MI

August 2020 to December 2020

- Cashier
- Janitorial duties
- Light stocking

Production Material Handler

Stryker Instruments-Portage, MI

August 2018 to April 2019

- Stock and manage customer repairs and loaner
- Package and ship domestic and international customer orders
- Ship procure orders
- Process orders in ERP system

Service Clerk

Harding's Friendly Market-Schoolcraft, MI

November 2015 to August 2018

- Warehouse activities
- Receiving and stocking deliveries and shipments
- Meat packaging
- Fulfilling customer requests

Education

High school diploma

Schoolcraft High School-Schoolcraft, MI

June 2018 to June 2018

Loy Norrix High School

Skills

- Pallet jack
- Stock organizing
- Oil change
- Order picking
- Sanding
- Cash handling (1 year)
- Accounting
- Materials Handling
- Software troubleshooting
- Accounts payable
- Grocery store
- Agriculture
- Google Suite
- Public speaking
- Retail store experience
- Time management
- Microsoft Outlook (4 years)
- Computer skills (8 years)
- Technical Proficiency
- CRM software
- Google Docs
- Front desk
- ERP Systems
- Writing skills (5 years)
- Primavera
- Manufacturing
- Continuous integration
- CMMS
- POS (1 year)
- Microsoft Word (4 years)
- SAP EWM

- Customer service (5 years)
- Retail sales (6 years)
- Team management
- SAP ERP
- Data entry (1 year)
- Merchandising
- Project management
- Math
- Microsoft Powerpoint (2 years)
- Cleaning
- Work ethic
- Salesforce (1 year)
- Attention to detail
- Manufacturing facility
- Purchasing (1 year)
- Manufacturing company experience
- 5S
- Microsoft 365 proficiency (3 years)
- School experience
- Microsoft Office (4 years)
- Equipment troubleshooting
- Outbound sales
- Leadership (1 year)
- Vehicle maintenance
- Inventory management (2 years)
- Customer relationship management
- Rigging
- Staff training
- Office management
- Problem solving (3 years)
- Computer operation
- Hi-Lo
- Hospitality
- Travel planning
- Inventory control (2 years)
- Training & development
- Process Improvement
- Mechanical knowledge (1 year)
- Supervising experience (1 year)
- RF scanner

- Shipping & receiving (5 years)
- Management (1 year)
- Communication skills (5 years)
- Teaching (2 years)
- Windows
- Continuous improvement (2 years)
- CRM system proficiency
- Power tools
- S4 Hana (4 years)
- HAZMAT protocols
- Microsoft Excel (2 years)
- Client communication
- FIFO
- Analysis skills (3 years)
- Warehouse experience
- System troubleshooting
- Primavera P6
- Amadeus
- Hand tools
- Organizational skills (2 years)
- Warehouse Management
- Computer literacy
- Automotive repair
- SAP BusinessObjects
- English (10+ years)
- Typing (3 years)
- Inventory optimization
- Custodial Experience
- Pricing
- Warehouse management system
- SAP

Certifications and Licenses

Driver's License

Pallet Jack Certification