

Louis Roybal

Lakewood, CO 80228

louisroybal9_phn@indeedemail.com

+1 720 364 0361

Professional Summary

Results-oriented, dependable person experienced in warehouse management. Excel in fast-paced environments as well as in supervising and motivating staff to increase productivity and company profitability. I am keen to apply my organizational skills to a dynamic warehouse, logistics, distribution or inventory team.

Authorized to work in the US for any employer

Work Experience

Warehouse Receiving Supervisor

Prime Window Systems-Aurora, CO

July 2017 to Present

Responsible for receiving all incoming freight.
Extensive pc work, label product with put away labels.
Train and work with new employees.
RF scanners.
Daily cycle counts/ inventory adjustments..
Work with purchasing on RGA's.
Osha certified on industrial equipment, (Forklift, Drexel & Cherry picker)
Load & unload trucks.
Implement monthly safety meetings and SOP procedures.

Warehouse Supervisor

Advanced Assembly LLC-Aurora, CO

July 2014 to June 2017

- Responsible for all duties related to the warehouse.
- Assist in deliveries and pickups as needed.
- Extensive computer/procent software.
- Warehouse Operations

Unsaleable Administrator

Beverage Distributors

September 2006 to June 2014

- Responsible for all un-saleable returns from sales representatives and drivers
- Complete all transactions for returns, to include inventory adjustments
- Inspects product and dispositions as appropriate
- Interacts with computer
- Interprets customer request

- Rebag/labels product/prepares product for back to stock
- Adheres to all company safety and security policies and procedures
- Process credit to customers for un-saleable returns
- Responsible for all breakage discrepancies from warehouse associates and drivers
- SAP software
- Load and unload materials using forklifts
- Performs other related duties as assigne

Operations Manager

CCSI. Inc

September 2005 to September 2006

Direct supervision of order selectors, loaders, forklifts, and/or other warehouse associates.

- Monitor and control production, overtime, absences, tardiness, truck shorts, etc. within established limits.
- Counsel, advise, and instruct warehouse associates in related policies, procedures, safety training and productivity.
- Conduct regular coaching and counseling with warehouse associates towards the overall objective of meeting or exceeding jointly established performance goals and related activities.
- Responsible for the correctness of loads and making sure all products has been correctly received, slotted, and put away.
- Supervise correct selecting of product, loading of trailers and proper handling of outgoing product for on-time departure of trucks.
- Responsible for keeping the warehouse clean and orderly in compliance with AIB, HACCP, USDA, FDA, Health Department, and Sysco standards.
- Perform administrative duties, such as completing reports, maintaining warehouse operations records, and filing reports.
- Collaborate with other departments, vendors, contractors, and customers.

Shipping /Receiving Supervisor

Fisher Scientific Inc

July 2000 to September 2005

- Manage warehouse inventory.
- Attend daily production meeting to communicate any issues or concerns.
- Monitor and assist in cycle counting and auditing of warehouse inventories.
- Coordinate all warehouse activities including: customer bar code labeling and scanning; shipping and receiving procedures; and warehouse procedures.
- Ensure accountability and discipline by following procedures and rules.
- Oversee the activities of material movement to effectively plant operations.
- Coordination of new hire orientation for new Shipping and Receiving Personnel.
- Assure all inventory control procedures are strictly adhered to.
- Coordinate the movement of all materials to and from all outside warehouses.
- Back-up Customer Service, Buyer/Shipping Coordinator, Inventory Analyst, and Shipping
- Comply with of all internal and OSHA required safety procedures.

Education

Instructor (Certification)

Dale Carnegie

Skills

- Reach truck
- Freight Experience
- Warehouse Management (10+ years)
- Supply Chain
- Time management
- Quality control
- Customer service
- Load & Unload
- Logistics
- SAP
- Packaging
- Heavy lifting
- Warehouse Management System
- Cherry picker
- Typing
- Warehouse Distribution Experience
- Computer skills
- Analysis skills
- Shipping & Receiving
- Manufacturing
- Microsoft Powerpoint
- Materials Handling
- Inventory Control
- Dispatching
- Sales
- Microsoft Office
- Forklift
- Purchasing
- Supervising experience
- Order Picking
- SAP software. Forklift certified. (10+ years)
- Computer literacy
- Cash register
- Management
- Quality Control
- Warehouse Supervisor Experience
- Microsoft Word

Certifications and Licenses

Certified Forklift Operator

Additional Information

- Excellent Problem Solver
- Motivated Leader
- Dedicated Trainer
- Impressive Customer Service Skills
- Experienced Manager
- Computer Savvy
- Safety Conscience
- Developed Reasoning Skills

KEY SKILLS AND CHARACTERISTICS

Substantial warehouse experience

Experience with container loading/unloading, receipt/dispatch, safe operation of forklifts, checks and training of manual handling aids. I also trained and supervised staff in these competencies.

Organizational and time management skills

Experience managing inventory and coordination of orders and deliveries, with ability to prioritize conflicting demands.

Interpersonal skills

Ability to create rapport quickly and maintain positive business relationships with clients and staff, demonstrating dedication to a high standard of customer service.

Technical skills

Knowledge of various programs and technologies to intermediate level to include Microsoft Word/Excel, RF scanners and SAP computer skills.