

Ricardo Ceja

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To obtain a position that provides valuable experience in life skills that may assist me in the future. To be part of an organization that allows me to grow within and allow me the opportunity to showcase my knowledge and skills.

Work Experience

Warehouse

Spectra 360

October 2021 to Present

- Order picker
- Replenishing product as needed for the entire shift
- Order checker
- Warehouse clean up
- Training all new and old personnel
- Drive stand up, rider pallet jack, and forklift
- Scan and transfer product to proper locations using RF gun

Warehouse Lead

Four Star Meat

October 2021 to May 2022

- Replenish all items needed for picking through the night
- Assist the team with order picking
- Provide training to the team
- Do warehouse clean up at the end of the night
- Wrap and load pallets
- assist supervisor with the routing
- print out production orders

Inventory Lead

The Marvin Group

January 2017 to March 2019

- Run daily reports such as cycle counting, shipping, and production
- Report daily numbers to supervisor and manager
- Resolve daily obstacles and assist the inbound team with all their needs
- Do daily audits
- Provide training for new employees and team
- Order and replenish all warehouse supplies and material
- Work on special projects for the manager

Inventory Lead

IMPRESA AEROSPACE

January 2010 to December 2016

- Ensure employees have proper training to perform their duties
- Versatile able to assist shipping, inventory, kitting, and gatekeeping
- Resolve daily obstacles, implementing ideas to improve productivity and quality
- Generate daily reports for, discrete, min max, and cycle counts
- Report daily numbers to management
- Ensure employees work safely and clean environment
- Release production orders
- Perform 5's on a daily basis
- Release raw material to fulfill work orders
- Sanding, masking and preparing parts to be painted
- Assemble parts, touch up, and apply adhesive to material
- Run demand report, pick material, packaged it and ship to customer

Quality Control

United Food Group

January 2008 to December 2010

- Assuring product met specifications and maintaining data information
- Overseeing multiple departments and communicating information back to management
- Ensure all employees had required equipment and tools to perform their job functions
- Inspect and sanitize machinery prior to production
- Collect samples (swabs) for any bacteria contamination

ERP SYSTEM (EPICOR) (SAP)

Education

Paramount High School

Skills

- Able to read, write and communicate in English and Spanish.
- Proficient in Microsoft Word and excel.
- Inventory and shipping experience
- Lead experience
- (Propane, electrical) sit down Forklift, stand up, pallet jack, Rider palletjack, Electrical pallet jack and
- Understanding of F.O.D / 5'S
- RF Scanner
- ERP Systems
- Order Picking
- Order Picker
- Warehouse Experience
- Packaging
- Shipping & Receiving

- SAP