

Sam J. Bartolo

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To: Hiring Manager

I am looking to secure a permanent position with a growing company that values hard work, a sense of urgency and a commitment to the companies

core strategies and values. I am a company man who believes in teamwork as a way of life. I am a trained team leader, member, facilitator, and mentor to the young and untrained. I have a wide range of experience in several areas with high competencies in each respective field. Let me show you what I can add to your company! I'm looking forward to hearing from you.

Sincerely,

Sam Bartolo

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Summary

I have 25 plus years of experience working in the Manufacturing field: I have been involved in production, quality control, inventory control, staffing, scheduling and team building and I am a trained team facilitator. I have a sound work ethic and take great pride in my work. Additionally, I am self - sufficient, dependable and enjoy working independently, with little or no supervision as well as with other individuals or groups. I am willing to learn new things and I am able to adapt to any job given to me. I would love the opportunity to help you grow and prosper.

Professional Summary

- 15 + years Inventory Control experience
- 10 + years Fed Ex and UPS Power Ships
- 20 plus years operating production machinery, and equipment
- Superb written and verbal communications skills
- 7 + years Supervisory experience for production personnel teams up to 40
- Delegate for Quality Circles Employee Involvement leadership training
- Temporary Labor Management office experience
- Strong focus on Safety in the Workplace

- 10 years Safety committee participation
- Strong customer service experience

Equipment Certification and Experience

- Forklifts
- Valve Packers
- Conveyor Systems
- Aggregate Dryer Systems
- Automatic and Semi-Automatic Palletizers
- Handling Equipment Including: Forklifts, Reach Trucks, Pallet Jacks, Man Lifts, Front End Loader
- Computers - Data entry, electronic transfers, inventory reconciliation

Professional Experience:

ABC Delivery, Courier service. Northglenn, Co.

Independent contractor (June 2014- present)

- Pick up and deliver medication and medical equipment to customers using your own personal vehicle. Set up and teach the patient / customer how to use their medical equipment. Go over paperwork with customer and make sure that they understand the written instructions. This involves frequent driving, good communication skills and good written skills. Includes frequent driving and good time management skills and keeping track of all paperwork.
- Hope Foods, Louisville, CO

Production Supervisor (June 2013 - May 2014)

- Supervised and maintained production process: I created a team of professional, caring and efficient workers - together, WE built something special! I was involved in staffing, production operations, inventory control and quality control to name a few.

Planting The Seeds Marketing, Thornton, CO

Marketing Assistant (November 2010 - June 2013)

- I gathered information and entered data regarding existing and potential clients, including product placement with extensive customer contact.

Vestas Nacelles, Brighton, CO

Logistics And Training (January 2010 - October 2010)

- Logistics - Material Management and inventory control. I have experience in various pieces of equipment:

- Including: fork lifts, reach trucks, man lifts, palletizers, conveyor systems just to name a few.

Ferguson Enterprises, Grand Junction, CO

Warehouse Associate (December 2006 - September 2009)

- I made deliveries to customers across the state. I pulled orders and inventory - bathroom supplies for new homes. I operated different equipment through out the company, including over head cranes, fork lifts, man lifts, over head lifts and reach trucks.

Planting The Seeds Marketing, Thornton, CO

Marketing Assistant (January 2004 - November 2006)

- I gathered information and entered data regarding existing and potential clients, including product placement with extensive customer contact.

Labor Express, Grand Junction, CO

Supervisor: Customer Sales representative (January 2003 - January 2004)

- I supervised and managed an office for a temporary labor employer and my duties included: staffing, payroll, face to face - customer service and it gave me the opportunity to travel.

I would appreciate the opportunity for you to let me show you what I do! I am a Professional and I am here to maximize your opportunities as a Company. I look forward to hearing from you!