

Saul Gralla

Phoenix, AZ 85050

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Dependable Warehouse professional with excellent time management, equipment operation and teamwork abilities. Knowledgeable about OSHA requirements and general safety practices. Driven to improve efficiency and quality by adhering to company procedures. Hardworking Warehouse

Associate with excellent materials handling, storage management and shipment preparation skills.

Experienced in picking orders, assembling pallets and preparing containers. Delivers accurate inventory counts and maintains detailed warehouse records. Hardworking employee with customer service, multitasking and time management abilities. Devoted to giving every customer a positive and memorable experience.

Work Experience

Wharehouse Worker

Arrow Electric Inc.-Phoenix, AZ

November 2017 to June 2023

Prepared and completed warehouse orders for delivery or pickup according to schedule.

Used pallet jacks to move items to and from warehouse locations.

Moved large and bulky items manually or with pallet jacks or forklifts.

Staged and sorted multiple types of products for loading.

Kept shelves, workstations and pallet areas neat and tidy to maintain safe work environment.

Preserved safe work environment by maintaining clean workstations and pallet area.

Monitored work areas for cleanliness and functionality and removed obstacles for safety.

Examined packages and goods for damage and notified vendors of replacement needs.

Recognized defective material and reported issues to management.

Operated forklifts and pallet jacks to securely move boxes and packages from inventory to delivery area.

Operated forklifts to fill or empty overhead spaces.

Organized warehouse design to maximize space for stock while allowing for high volume traffic zones.

Packed boxes and stock using organizational guidelines.

Tagged and wrote identifying information on containers, boxes and cargo.

Placed bins, carts and containers in convenient locations to assist with loading efficiency.

Reviewed work orders before starting work to determine necessary materials and meet deadlines.

Protected items by wrapping in cling film, padded moving blankets and tape.

Loaded cargo onto transportation devices and attached affixing tools to achieve safe transportation.

Deli Counter Clerk

Sprouts Market-Mesa, AZ
May 2017 to October 2017

Sanitized and kept work areas tidy by cleaning surfaces, equipment and floors, removing trash and maintaining machinery.

Sliced meats and cheeses and weighed deli items for customers.

Operated slicers and other equipment according to company guidelines to minimize accidents or injuries.

Responded to customer questions regarding product availability.

Updated food displays, cases and other customer-facing areas to increase sales of special items.

Checked and recorded refrigerator and freezer temperatures to maintain food quality and freshness.

Organized ingredients and restocked supplies to prepare for busy periods.

Stored perishable food items in freezer or refrigerator to protect from spoilage.

Provided customers with fresh product and correct portion size to minimize shrink.

Informed customers of deli specials to increase profits.

Documented and entered special orders for event catering and party trays.

Followed recipes and customer requests to prepare meals.

Checked signage and pricing to verify accurate displays on counters and in cases.

Deli Clerk

AJ's Fine Foods-Scottsdale, AZ
May 2009 to April 2017

Sanitized and kept work areas tidy by cleaning surfaces, equipment and floors, removing trash and maintaining machinery.

Sliced meats and cheeses and weighed deli items for customers.

Operated slicers and other equipment according to company guidelines to minimize accidents or injuries.

Responded to customer questions regarding product availability.

Updated food displays, cases and other customer-facing areas to increase sales of special items.

Checked and recorded refrigerator and freezer temperatures to maintain food quality and freshness.

Organized ingredients and restocked supplies to prepare for busy periods.

Stored perishable food items in freezer or refrigerator to protect from spoilage.

Provided customers with fresh product and correct portion size to minimize shrink.

Informed customers of deli specials to increase profits.

Documented and entered special orders for event catering and party trays.

Followed recipes and customer requests to prepare meals.

Checked signage and pricing to verify accurate displays on counters and in cases.

Offered samples to promote and upsell specials.

Created aesthetically pleasing food arrangements for special orders and party trays.

Distributed new item samples to customers to provide opportunities for individuals to try products before purchase.

Assessed customer needs, evaluated food allergies and suggested additional menu items as appropriate.

Maintained safe food handling practices to prevent germ spread.

Stored food in designated areas following wrapping, dating, food safety and rotation procedures.

Maintained high standards of customer service during high-volume work shifts and fast-paced operations.

Warmly greeted visitors to promote great customer service and positive ordering experience.

Talked pleasantly with customers while taking orders and promoted positive image for business.

Scrubbed and polished counters to remove debris and food.

Education

High School Diploma

Horizon High School - Scottsdale, AZ

May 1990

Skills

- Heavy Equipment Operation Pallet Jacks
Sorting and Labeling Forklift Operation
Inventory Management Basic Mathematics
Picking and Packing Storage Organization
Damage Reports Loading and Unloading
Heavy Lifting Equipment Operation
Materials Handling and Transport Work Order Following
Receiving and Processing Shipments Truck Driving
Shipment Palletization Team Collaboration

- Driving
- Load & unload
- Heavy lifting
- Customer service
- Forklift
- Quality control
- Communication skills
- Delivery driver experience
- Food handling
- Order entry
- Warehouse experience
- Pallet jack
- Shipping & receiving
- Computer skills

- English
- Basic math
- Organizational skills
- Time management
- Materials handling
- Distribution center
- RF scanner
- Phone etiquette
- Order picker
- Microsoft Word
- Data entry
- Order fulfillment
- Reach truck

Certifications and Licenses

Driver's License

March 2013 to May 2037

Non-CDL Class C

Forklift Certification

Pallet Jack Certification