

Levar Woodard
14454 Moreno Ave.
Houston, Tx 77045
(281)435-8339
levarwoodard@yahoo.com

Career Objective

To acquire a position within an organization where my customer service, leadership, organizational, and exceptional interpersonal skills will lead to career and advancement opportunities.

Summary of Qualifications

Chemical loading operation experience at Dow Chemical/Refinery Plant. Self-motivated and committed leader with the ability to manage multiple tasks in a pressured environment. Task oriented achiever with strong communication and organization skills. The ability to work independently or as a team, and the ability to comprehend and follow instructions and procedures.

Education

San Jacinto College	2011-Present
Liberty University Online	2010-2011
Ross Sterling High School-Houston, Tx	1992-1996
*Diploma	

Employment History

SGS PETROLEUM SERVICE CORPORATION

Loader III Operator

(2012-2013)

- Perform a documented round of equipment operation and housekeeping in assigned area
- Follow area specific and job task procedures with a strict procedures check list per task
- Calculate weight of product for capacity of rail cars
- Communicate with unit operators about availability products
- Responsible for loading, off-loading, and trans-loading chemicals into or from railcars and or tank trucks
- Evaluate paper work and inspect railcar/tank truck prior to movement of product
- Make necessary line ups for products transfers
- Set or program data controls, valves, pump, and other process equipment
- Check flow rates of product, level, and inspect product lines for leaks when specified
- Add anti-stat additive, aerobic or anaerobic inhibitors to requested orders
- Purge chemical with nitrogen or sparge with oxygen if needed, blend and mix products when needed
- Gauge and sample product for quality and shipping purposes
- Clear product lines, disconnect, secure conveyance, and pressure test for leaks when specified
- Monitor control valves, gauges, regulators, and other mechanical equipment to ensure proper operation
- Record and communicate any process area deficiencies in daily log book, and area

personnel

- Prepare equipment in designated area for maintenance or repair using proper energy isolation and or lockout/tag out
- Perform maintenance on loading rack equipment when necessary
- Communicate with train switch crew about specifics during switching of railcars

SAM'S CLUB

(1995-2012)

SUPERVISOR

(1998-2012)

- Assisted management with the supervision of Associates in the area of responsibility by assigning duties, communicating goals and feedback, teaching and ensuring compliance with Company policies and procedures, supporting the Open Door Policy, and participating in recruiting, hiring, scheduling, promoting, coaching, and evaluating Associates.
- Maintained the Sales Floor in accordance with Company policies and procedures by properly handling claims and returns, zoning the area, arranging and organizing merchandise, and identifying shrink and damages.
- Maintained merchandise presentation by stocking merchandise, setting up cleaning, and organizing product displays, removing damaged goods, signing and pricing merchandise appropriately, and securing fragile and high-shrink merchandise.
- Received and stocks merchandise in the department, and organizes and maintains by following Company procedures, utilizing equipment appropriately, merchandising, and completing paperwork, logs, and other required documentation.
- Provided Member service by acknowledging the Member, identifying their needs, assisting the purchasing decisions, locating merchandise, resolving issues and concerns, and promoting the Company's products and services.
- Maintained safety of Facility by following all safety standards, procedures, and guidelines including conducting safety sweeps, following proper forklift spotting procedures, following proper procedures for handling and disposing of hazardous materials, following Company steel standard guidelines, and correcting/reporting unsafe situations to Management.
- Carried out the inventory process to help improve replenishment and receiving and to reduce shrinkage. Identified poor inventory practices and low in-stock levels in assigned area, and reported them with ideas for corrective action.

Merchandiser

(1997-1998)

- Supplied product specifications to consumers to ensure proper quality selection.
- Maintained inventory of merchandise.
- Increased departmental profit margins, as well as overall sales by 30%.
- Recognized as employee of the month.

Electronics/Hardware Salesman

(1995-1997)

- Provided consultative guidance to consumers, as well as sold electronic and hardware merchandise.
- Handled defective merchandise by troubleshooting various electronic and mechanical issues.

DAVIS FOOD CITY INC.

(1993-1995)

Grocery/Produce Stocker

- Ensure compliance with governmental and organizational standards as it related to produce, grocery, and cooler areas.
- Conduct weekly, monthly, and yearly audits of merchandise. Prepare departmental displays and in-store advertisements.
- Assist with cashier duties.
- Provided safe and clean working environment.

Interests and Activities

Mentoring young people and helping them deal with their everyday growing pains and life challenges. (Warriors Society at Lilly Grove Missionary Baptist Church). Activities are playing tennis, giving back to the community, and exercise.

Hobbies

Making sure my lawn stays in excellent condition and reading the word of God.

Computer Skills

Microsoft word and PowerPoint

Licenses and Certificates

US Government Transportation Worker Identification Credential, Marine Security Training Certification, The Gospel Ministry Certificate of License, and Forklift operator license