

# Yeyco Avila

## **Assembly and Packaging Supervisor - Nordic Ware**

Saint Paul, MN

- Email me on Indeed: <http://www.indeed.com/r/Yeyco-Avila/e4c5d37859ddc2e9>

## Work Experience

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### **Assembly and Packaging Supervisor**

Nordic Ware - Saint Louis Park, MN

May 2014 to Present

- Reviewed labor, production, shift efficiency reports.
- Managed group leader, setup technicians, line leaders, locaters and 36 packers.
- Maintained quality safety injury reviews.
- Executed disciplinary action as needed.
- Approved ADP timecards, track vacation record documents and point system.
- Oversaw daily production schedules, shipping deadlines and product packaging procedures.
- Trained coached and directed packaging employees and monitor 12 packaging lines.
- Was responsible for the tracking and maintenance of safety equipment Raymond forklift logs.
- Utilized Fourth shift to create job tickets and report manager.
- Worked closely with Shipping, Molding, Coating, Fabrication and Metal department.

### **Supervisor Imaging Department**

IWCO Direct - Chanhassen, MN

August 2011 to May 2014

- Directed and lead a crew of 30 machine Operators, Team leader, Technician.
- Assigned crew to 20 Kirk Rudy Imaging Production lines to meet Customer Demands.
- Coordinated the activities of the Production schedule by prioritizing jobs to meet and exceed operating goals.
- Reviewed employees Daily Operation, Production, Material and Quality Assurance logs.
- Managed and oversaw production counts utilizing spreadsheet was responsible for entering employee's time sheets and approving vacation requests.
- Maintain a focus on efficiencies in the areas of safety, production and client satisfaction.
- Implement and follow OSHA, lean Six sigma, kiazen, SOP procedures and quality audits.
- Excellent communication skills while relaying information to ensure work orders are completed.
- Maintain Kirk Rudy Mail Printing Attaching card Processing and Inserting, Addressing Variable Data, Tabbing and labeling Systems

### **Distribution Center Supervisor**

Forward Air Distribution Center - Richmond, VA

July 2009 to August 2011

- Managed Inbound-Outbound shipping department.
- Directly supervised coached, trained, mentored and provided feedback and accountability on all activities of Dock workers engaged in the loading, palletizing and unloading 53 foot trailers and 26 foot trucks.

- Provided action plan to meet production levels are carefully planned and met for continuous improvement
- Ensured accurate delivery documentation of shipping, receiving and warehouse product location.
- Verified overages, Shortages, Damages, Cycle count to inspect all freight were account for
- Fostered safe handling, loading, unloading as provided by the Department of Transportation.
- Coordinated delivery driver's route and schedule line hauling for pick-up freight on large package retail sort Distribution system.

### **Line Supervisor**

Food Lion Distribution Center - Disputanta, VA

April 2007 to June 2009

- Oversaw Outbound Shipping Perishable Department.
- Managed 106 personnel (union and non-union) and 40 dock doors in the 1.2 million square foot facility.
- Led a large team of Spanish speaking employees (80% Spanish as only language).
- Ensured the clerks, shipping and perishables departments ran flawlessly to guarantee on-time delivery of products to regional stores.
- Effectively responded to regional store concerns to ensure that the product and service provided was of the highest quality.
- Performed quality control measures to drive efficiency and limit malfunction.
- Served as a safety liaison to ensure personnel and product are safe and secure.
- Work closely with all Distribution center Department Transportation, Inventory Management, Yard Jockey to ensure the timely and safe movement of product.
- Provide production standards for shipping department, and handle all daily issues and project.
- Implemented action plan to ensure all associate meet all loading schedule and meets the demand of Inbound and outbound volume.

### **Manager**

Tridiam Filter Corporation - Louisa, VA

February 2005 to March 2007

- Managed 17 personnel in the warehouse, Clean room, Welders, Fabricators and filter Production Departments.
- Conducted meetings to convey the status of the operations to the Vice President of Operations.
- Performed quality control measures to drive efficiency and limit malfunction.
- Effectively met production and shipping deadlines to facilitate the output of air filters.
- Identified continuous improvement and cost savings.
- Conducted on going inspections, responded to emergencies, and enforced OSHA and safety regulations.

### **Print Production Supervisor**

Scicom Data Services - Minnetonka, MN

January 2000 to January 2005

- Provided quality control for the print production of 50 million images per year.
- Supervised 10 print operators to facilitate a smooth working and production environment.
- Often served as the Production Coordinator to setup production jobs and dispatch the jobs to the appropriate print operators.
- Meet business objectives and production goals and schedules, while ensuring printing products standards that will exceed customer expectation.

- Ensure compliance with operating procedures SOP and company audits.
- Plan and organize and direct the printing department and maintenance operations which ensure the most cost effective return asset.
- Maintained Xerox Laser Printers 4890, 6180, Siemens Continuous feed.

## Education

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### **Associate in Supply Chain Logistics**

Saint Paul College

August 1991 to June 1993

## Skills

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- Assembly (4 years)
- forklift (4 years)
- Inventory (2 years)
- Packaging (4 years)
- shipping (10+ years)

## Additional Information

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### Skills

- Experienced Bilingual Manufacturing Supervisor with 19 years of strong multi-tasking, decision-making, problem solving and communication skills.
- Bilingual - fluent in Spanish and English (oral and written).
- Certified D.O.T. leader with ability to meet Operational Deadlines, Excel under pressure in a fast pace environment, and Manage 106 union/non-union employees.
- Thrive on GMP, Safety, Quality, Productivity, Budget, Housekeeping, Processes, Procedures, Policy.
- Expertise in Expedited Ground Transportation Logistic 3PL, 4PL, LTL, 7R Logistic, Retail Distribution, Food Manufacturing, Grocery Distribution, Inventory Management, Warehousing, Line Hauling Inbound-Outbound Shipping Fulfillment, Assembly Palletizing, Packaging, Retail Sort Distribution System, 26 Foot Trucks Carrier Fleets, Pick-up and Delivery Services.
- Proficient in various supply system programs such as Web Logistic, Bear Wear, Rental Distribution PS TRAC ver. 3 and 4, MS 3000 Scanners, Denso and Scanners, SAP, ISO 9000.Unix system.
- Proficient in Microsoft Office suite, including Excel, Word and Outlook.
- License forklift, Pallet Jack (Electric and non-electric).