

Yolanda Dominguez

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Seeking an employment opportunity where I can utilize my skills.

Authorized to work in the US for any employer

Work Experience

Freight Handler/Cross Dock Associate

Neovia Logistics Services, LLC - Jurupa Valley, CA

June 2021 to May 2022

Responsible for the receipt, shipment, recording and disbursement of goods to and from various locations. Responsible for and or assist in logistic and supply chain, material management, and distribution/ transportation to meet the business requirements with minimum delay.

Warehouse Associate/Shipping and Receiving/QA Tech

Newegg Logistics - Industry, CA

March 2020 to May 2021

Performs the physical and administrative tasks involved in the shipping and receiving of materials per customer order. Creates shipping labels based on customer's preferred shipping needs.

Warehouse Associate/ Shipping/Receiving

Select Staffing - Industry, CA

November 2019 to February 2020

Verifies materials received are as ordered and routes incoming items to appropriate departments and locations. Packs, palletize, and ships products according to invoice and customer requests. Determines method of shipment and prepares bills, invoices and other shipping documents.

Caretaker

Self Employed - El Monte, CA

October 2017 to October 2019

Administered personal care and preparation of meals. Assisted with mobility in and out of home to therapeutically improve physical motor skills. Administered medications.

Teller-Cash Vault

US BANK - La Mirada, CA

November 2016 to October 2017

Responsible for processing commercial cash vault transactions including filling cash orders and or accepting and verifying large volume deposits including currency, checks, coin orders, and incoming deposits for corporate customers, correspondent banks, and internal bank branches. Operates currency scanners, availability to accurately verify counterfeit currency, Receives and ships currency and coin via armored carriers and registered mail. Responsible for ordering cash from the Federal Reserve Bank.

Warehouse Associate- Shipping Receiving

AMAZON FRESH - Vernon, CA

October 2016 to November 2016

Picking and Stowing of goods throughout different departments of Amazons facility's, operating an RF Scanner to accurately fulfill customers orders in a high production, quality oriented customer service fulfillment center. Received and shipped customers orders, Loaded and unloaded shipments from trucks while operating electric/manual pellet jacks. Performed various job functions in Amazon's freezer environment of 15 degrees.

Operations Specialist- Lock box Service

PNC BANK - Pasadena, CA

January 2011 to November 2014

INC'S Operations department works with state-of-the-art systems, high speed scanning equipment, workstations and data entry terminals in a high production, and time sensitive environment with high quality standards. Speed, consistency, and accuracy are important in order to produce expedited streamlined information for customers. Excellent eye-hand coordination, manual dexterity, and the proven ability to read and follow instructions.

Teller- Cash Vault

Wells Fargo - Los Angeles, CA

September 2007 to August 2008

Processed customer's transactions within established guidelines and deadlines. Duties include ATM processing, Bonds and Coupons, Foreign currency, Coin processing and Night drop deposits. Ability to verify counter fit currency, and maintain production standards in high volume environment with minimal supervision.

Cash Processor- Currency Verification

Federal Reserve Bank Of San Francisco - Los Angeles, CA

December 2005 to September 2007

Currency Processor operates the BPS 3000 machine, to count and verify deposits from depository institutions, with the ability to operate complex equipment, process efficiently, maintain quality standards as established by management and the United States Treasury, and adhere to all applicable custody controls and procedures. Reconcile and balance all reject banknotes from the currency processor machine through the reconciling station.

Casual Clerk- Mail Handler

United States Postal Service - Santa Ana, CA

November 2005 to December 2005

Maintained support for various departments, including shipping and receiving, verifying correct mail import and export to different locations, also memorization of various zip codes, verifying correct postage requirements for incoming mail, as well as loading and unloading mail carts onto USPS mail trucks.

Education

High school or equivalent in Gen.Ed.

Woodrow Wilson H.S. - Los Angeles, CA

Skills

- Data Entry (10+ years)
- Microsoft Excel (10+ years)
- Microsoft Office (10+ years)
- Powerpoint (10+ years)
- Warehouse Associate (2 years)
- Packer (1 year)
- Shipping Receiving (3 years)
- Order Puller (1 year)
- Unloading (1 year)
- Loading (1 year)
- RF Scanner (1 year)
- Pallet Jack (1 year)
- Order Picker (1 year)
- Microsoft Word (10+ years)
- Basic Math (10+ years)
- 10 Key Data Entry (10+ years)
- Shipping & Receiving (2 years)
- Customer Service (10+ years)
- Inventory Control (1 year)
- 10 key typing
- Cash handling
- Banking

Certifications and Licenses

Forklift Certification

Assessments

Customer focus & orientation — Proficient

May 2019

Measures a candidate's ability to respond to customer situations with sensitivity.

Full results: [Proficient](#)

Work style: Reliability — Proficient

June 2021

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Proficient](#)

Warehouse associate — Highly Proficient

March 2020

Assesses the tendencies that are important for success in warehouse roles

Full results: [Highly Proficient](#)

Attention to detail: Inventory — Completed

April 2019

Measures a candidate's ability to apply systematic processes for managing and storing products and merchandise.

Full results: [Completed](#)

Filing & organization — Proficient

June 2019

Arranging and managing information or materials using a set of rules.

Full results: [Proficient](#)

Attention to detail — Completed

April 2019

Identifying differences in materials, following instructions, and detecting details among distracting information.

Full results: [Completed](#)

Principles of accounting — Completed

April 2019

Measures a candidate's ability to prepare financial records according to federal policies.

Full results: [Completed](#)

Delivery driver — Highly Proficient

June 2019

Interpreting instructions, reading maps, and solving problems.

Full results: [Highly Proficient](#)

Work style: Conscientiousness — Highly Proficient

March 2020

Tendency to be well-organized, rule-abiding, and hard-working.

Full results: [Highly Proficient](#)

Forklift safety — Completed

May 2021

Best practices and safety hazards in forklift operation

Full results: [Completed](#)

Workplace safety — Highly Proficient

April 2020

Using safe practices at work

Full results: [Highly Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Additional Information

Microsoft Applications Cash handling experience
Ten Key by touch Basic math and accounting skills
Knowledge of bank policies Ability to work in high volume
and procedures for negotiating checks environment
Customer service
Bilingual
Logistics operations
Quality assurance lead
RF Scanner
Picking
Packing
Stowing
Shipping and Recieving
Loading and Unloading
Electric and Manuel Pallet Jack