

George Ferrer

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QUALIFICATIONS AND STRENGTHS:

Forklift, Hazmat certified, Traffic Control and Powder-Actuated Tools certified, First Aid/CPR & AED card. Inquisitive, eager to learn with a keen ability to integrate new information; detail oriented with highly developed analytical thinking skills - Outside the box thinker; patient and calm in high stress situations; open-minded and tolerant – gets along well with others; resourceful and efficient - excels at executing tasks and meeting deadlines. Bilingual. (English/Spanish)

EDUCATION:

Renton Technical College, Renton, WA Construction Trades Preparation 1-6/2010

5 month full-time hands-on program providing up-to-date training in construction skills including measurements and layout, identifying construction materials, applying industry terminology, identifying and safely operating hand and power tools. Program included:

- Structural Trades Skills and Safety
- Electrical/ Mechanical Trades and Safety
- Sustainable Building Practices
- Hand Signals and Rigging
- Trades Math I & 2
- Physical Fitness for the Trades
- Blueprint Reading
- Human Relations for Trades Success

Seattle Central C.C, Seattle, WA

1 year General Studies

2001/2002

WORK EXPERIENCE:

Shipping & Receiving Associate/Tanker unloading 04/2018 - Present

Henkel Adhesives

My current job entails of pulling orders for the week. Loading and unloading freight. Checking orders that others have picked, attaching proper shipping labels to the skids. 85% of my job requires me to be on a forklift.

One of my specialties is unloading raw products from Tankers. We currently have 10 separate products that require tanker unloading; filling totes from tankers when needed.

Shipping Clerk

Heatcon Composite Systems

05/2015-02/2018

- Dangerous Goods shipping certified (49 CFR (DOT), IATA)
- ISO 9001:2008 and AS9100C standards
- Proficient with UPS and FedEx shipping manager
- Forklift and Stand up lift certified

- Computer data entry, receiving purchase orders
- Verify and pick orders, arrange freight, complete SLI's, ship on time.

**Logistics Professional Allflight Corporation FAA MRO 145, Kent, WA
3/2013-5/2015**

- Use Pentagon Management System to receive in all incoming/outgoing components.
- Receiving in piece parts and components for work orders
- Verify trace paperwork on all incoming purchase orders and repairs
- Identifying correct part numbers and serial numbers for all incoming purchase orders and all outgoing sales orders.
- Follow the ATA 300 standards when packaging
- Follow and comply with FAA (Federal Aviation Administration) regulations and guidelines..
- Arrange pickups of parts that are needed for work orders

Laborer/Carpenter Apprentice Build Love, Inc., Seattle, WA 07/2011-02/2013

- Site clean-up, demo
- Material pickups/inventory of materials on site
- Rough framing, mostly interior walls
- Installing windows on all remodels
- Siding
- Concrete work

Legal Records Clerk Stafford, Frey, Cooper, PLLC Seattle, WA 09/2001-05/2010

- Quickly responded to 15 attorney's requests to pull case files and provide legal research; possess a good memory to quickly access information.
- Managed and maintained electronic and physical files for 1,000s of legal clients.
- Conducted a transfer 1000s of client files from one database system into Prolaw; set up new files and maintained existing files where 100% accuracy was required.
- Provided legal support by researching legal and medical records for class action lawsuits.
- Managed and maintained the file inventory index; retrieved files from off-site storage location; dealt with offsite storage facility to access requested information.
- Established a check-out, check-in system for files and documents so that every document could be tracked to a specific person or location.
- Typing 80 words per minute, minimal errors. Excel, Outlook and Microsoft Suite proficient.

Laborer Douglas Johnson Company, Seattle, WA 11/2002-12/2003

- Weekend laborer to clean up construction sites; hung drywall on occasion.

VOLUNTEER EXPERIENCE AND INTERESTS:

Construction Volunteer	Habitat for Humanity, Renton, WA	03/2011-05/2011
Competitive Baseball PSSBL	(Team player)	
Coached JV/Varsity Pitching Coach	(Ingraham High School)	03/2012-04/2012
HS Varsity	(Most Inspirational awarded all four years).	