

# RESUME 387

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## OBJECTIVE

Highly motivated, knowledgeable, and results-driven professional to secure a position with your company as a *Manager, Supervisor other key role in Production, Warehouse, Shipping & Receiving, Logistics, as a Forklift Driver, or as applicable*, utilizing my extensive skills, training, and experience

## SUMMARY OF QUALIFICATIONS

- Over 5 ½ years' experience in managerial roles in warehouse/shipping/receiving and production settings, including for a company manufacturing/packaging personal care products and containers designed for chemical and/or flammable liquids/materials, supervising up to 6 employees to ensure quality, safety, and expediency
- Proficient with nearly all aspects of workforce development including training, scheduling, delegating work orders and assignments, monitoring all work activities, conducting performance evaluations, and terminations
- Over 16 years' experience in production in the pharmaceutical, chemical, and personal care products industries, operating and maintaining various production equipment including tube and vial fillers in sterile/clean rooms, conveyors, shrink-wrap machines, chemical operating equipment (reactors, centrifuges, heating/chilling systems, drying systems, transfer pumps, blenders, and mixers), and more
- Over 6 years' experience in warehouses up to 60K SF and shipping and receiving, performing inventory management using handheld barcode scanners, receiving and unloading raw materials, and shipping finished products to clients, throughout the United States and worldwide, coordinating and scheduling such shipments through specialized software
- Initiated, designed, and developed a detailed shipment tracking system that saved a company up to \$48K per year which was implemented
- Highly-motivated professional with a strong commitment to all company procedures and protocols, consistently achieving all daily goals and objectives
- Performs and executes all responsibilities under 5S guidelines: Sort, Set In Order, Shine, Standardize and Sustain
- Familiar with using Kaizen problem-solving manufacturing methods and principles to identify, correct, and eliminate recurring problems
- Strong communications, math, analytical, detail-oriented, mechanically-minded, and problem-solving skills
- Multi-tasks effectively, learns new systems quickly, and completes all projects/assignments on-time or ahead of critical deadlines
- Utilized as a knowledgeable and respected resource, highly regarded by all levels of management, peers, employees, and clients, the "go-to" professional, to provide sound judgment, well-informed decision-making, and solutions to complex quality, production and inventory logistics, and technical issues, through the formulation and implementation of strategic action plans when others cannot

## PROFESSIONAL EXPERIENCE

### 08/19 - 03/20 *Production Specialist - Machine Operator*

Sandstone Springs, Niagara Falls, NY

- Formulated and loaded a hot therapeutic solution infused with CBD into a specialized, food-grade forming machine which produced gummies which subsequently were collected by weight and packed into foil-lined consumer packaging, subsequently sealed in the final process
- Monitored all aspects of the production process, ensuring uncompromising highest sanitation and quality standards in full alignment with cGMP, and producing up to 50,000 gummies per shift

### 07/18 - 08/19 *Production Specialist*

Pliotron, Niagara Falls, NY

- Performs a range of production/assembly duties in the manufacturing of electrostatic filters for the HVAC industry and clients worldwide, measuring and cutting material to exact specifications, sliding material into stock metal frames, applying fasteners, and ensuring quality throughout the process
- Palletizes product and transports finished filters in preparation for shipping, positioning pallets in staging areas to be processed by administrative personnel
- Meets and/or exceeds all daily goals and objectives

- 07/16 - 07/18 **Warehouse Manager / Shipping – Logistics Supervisor**  
 Innovative Integrated Solutions, Kenmore, NY
- Oversees up to 15 warehouse associates, responsible for directing all personnel, receiving up to 30 shipments per day of a wide range of packaging materials from the associated production facility, and more
  - Received online order merchandise, repositioning all stock in 2 distinct sections of the warehouse, maintaining organizational systems in the 200K SF space, and positioning outbound shipments into staging areas and docks, based upon priorities, in preparation for shipping by tractor trailer, customer pick-ups, or local delivery companies
  - Constantly reassessed and re-prioritized shipping schedules to meet customers' demands based on the hierarchy of various urgencies, meeting and/or exceeding customers' expectations
  - Worked alongside associates responsible for providing comprehensive training for warehouse duties as well as forklift operations, including pick-and-pack orders, safety, assisting the production facility to bring items over to the warehouse
  - Recognized and credited for authoring and establishing facility SOP as well as screening and securing tractor trailer carriers, not formerly selected by the company with such strict criteria, including assertively negotiating with carriers for LTL rates, up to 20 shipments per day, saving the company up to \$2K per day, while ensuring optimal quality and service at all times
  - Coordinated and scheduled periodic cleaning with the maintenance department to clean the warehouse during times of inactivity
- 11/13 - 06/16 **Chemical Operator**  
 VWR International, Sanborn, NY
- Responsible for the monitoring of various equipment and utilization of various chemicals to produce medical-grade buffers, utilizing caustic soda, chlorine, and methanol
  - Loaded tanks complying with all OSHA, DOT, and EPA regulations and laws as well as GMP, wearing PPE gear at all times
  - Operated centrifuges, compressors, boilers, acid scrubbers, cooling towers, air tanks, VFD's, etc., including monitoring various devices/gauges, pH systems, refractometers, and calibration instruments
- 11/12 - 08/13 **Lead Line Operator**  
 Lornamead, Tonawanda, NY
- Supervised up to 6 line operators, overseeing the start-up and completion of each production run, delegating orders, and ensuring smooth operations
  - Assembled, capped toothpaste tubes, Chapstick, and other personal care items
  - Operated conveyors bringing products to the packaging phase of the operation and packaged all products
  - Maintained equipment, providing repairs to bring equipment back online with minimal downtime
- 09/10 - 07/12 **Aseptic Control Operator**  
 Fresenius Kabi, Grand Island, NY
- Responsible for production run start-ups with a co-worker in a sterile, clean room environment to produce liquid injectable pharmaceuticals
  - Installed various equipment attachments, including nozzles, differently for each injectable pharmaceutical production run, depending on the pharmaceutical to be filled into vials
  - Performed cleaning as necessary for all parts and equipment prior to production runs and used isopropyl alcohol and other specialized cleaning chemicals
  - Cleaned walls and floors using hydrogen peroxide and specialized spore/fungal cleaner best
- 07/07 - 09/10 **Shipping & Receiving / Weld Shop Assistant**  
 Precision Process Equipment, Niagara Falls, NY
- Responsible for receiving various machine parts as per customer contracts and machining work to be performed, bringing parts to electroplating service companies, having in-house machinists make necessary alterations, and shipping parts back to customers located throughout the United States
  - Coordinated and scheduled shipments accordingly through UPS, FEDEX, and shippers, utilizing shipping software or online arrangements

## EDUCATION

### **GED, 1988**

State University of New York at Albany, Albany, NY