

Alexander Gantt

Warehouse & Distribution Associate

Las Vegas, NV 89121

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7026300409

Returning to college for Masters Degree

Authorized to work in the US for any employer

Work Experience

Operations Specialist

Necentials LLC - Las Vegas, NV

January 2019 to Present

Supervise the activities of workers engaged in receiving, storing, testing, and shipping products.

- Issue shipping instructions and provide routing information to ensure that delivery times.
- Confer with department heads to coordinate warehouse activities, such as production.
- Plan, develop, or implement warehouse safety and security programs and activities.
- Review invoices, work orders, consumption reports, or demand forecasts to estimate peak delivery periods and to issue work assignments.
- Schedule or monitor air or surface pickup, delivery, or distribution of products or materials.
- Respond to customers' or shippers' questions and complaints regarding storage and distribution services.
- Maintain operations data, such as time, production, and cost records, and prepare management reports of production results.

Leader of Operations

Goodwill Industries - Las Vegas, NV

August 2018 to January 2019

- Complete all related paperwork and reports in an accurate and timely manner.
- Serve as liaison between the Distribution Center and Retail stores to provide exceptional customer service in meeting the stores' merchandise and supplies requirements.
- Serve as liaison between the Logistics and Donation Departments to ensure effective and efficient flow of donations, merchandise, equipment and supplies.
- Standardize through written procedures and training the most efficient use of labor in each assigned area with daily standards of performance.
- Make timely adjustments to increase distribution efficiency & quality based upon daily results.
- Act as point of contact for daily Salvage buyers. Ensure contract requirements are fulfilled. Manage payment collection, and maintain appropriate paperwork required for daily pick-ups and sales.
- Training for Operations personnel.
- Any other tasks as assigned by Operations Management.

Shipping & Load-out Supervisor

Nellis Auction - Las Vegas, NV

November 2016 to May 2018

- Supervise the activities of workers engaged in receiving, storing, testing, and shipping products.
- Issue shipping instructions and provide routing information to ensure that delivery times.
- Confer with department heads to coordinate warehouse activities, such as production.
- Plan, develop, or implement warehouse safety and security programs and activities.
- Review invoices, work orders, consumption reports, or demand forecasts to estimate peak delivery periods and to issue work assignments.
- Schedule or monitor air or surface pickup, delivery, or distribution of products or materials.
- Respond to customers' or shippers' questions and complaints regarding storage and distribution services.
- Maintain operations data, such as time, production, and cost records, and prepare management reports of production results.
- Recommend or execute personnel actions, such as hirings, evaluations, and promotions.

Inventory Clerk

Nellis Auction - Las Vegas, NV
November 2016 to May 2018

- Receiving Merchandise from racks/ Conveyer belts to be inventoried into company database. Ability to be able to lift items ranging from 20-250 lbs by oneself or with the aid of machinery.
- Taking items individually to inspect and to photograph so items can be added to database.
- Use Google Document Forms to answer questions about the items so that the items can be properly listed
- Timely and efficiently get all information about specific items into database to maintain
- daily goals of 75 lots a day and above. Items to be properly returned to appropriate packaging to be sent to next location.
- Maintain clean and professional work environment for yourself and other employees.

Inventory & Quality Control Supervisor

Foot Locker Inc. - Junction City, KS
May 2013 to August 2016

- Charged of managing inventory moving in & out of operations (standard day operations consists on between 160,000 to 500,000 unit moving in or out of the build)
- Charged building return database for store return merchandise throughout the United States
- Charged of overseeing the quality of boxes pack in a daily operation (consists of a range of boxes between 10,000 to 50,000)
- Charged of overseeing employee within the department & handling of daily operations inside & outside of department
- Insured of setting up annual RTV & RTS for over inventory for vendors
- Conversed with different Vendors with plans and strategic sales of products (Nike, Adidas, Puma and Etc.)
- Managed Inventory to send to each Foot Locker Inc Branches. (Champs, Footaction, Lady Foot Locker, Eastbay, and Etc.)
- Managed sending Priority items and inventory to new opening stores.

Fulfillment Associate

Footlocker Inc. - Junction City, KS
July 2012 to May 2013

- Responsible of Packing and Shipping apparel and footwear merchandise in the Tilt Trays Induct merchandise in a tilt tray system

- Picked apparel and footwear merchandise in modules location system Runner
- Great Knowledge of SKUs, UPC through years of working jackpot (apparel and footwear)
- Backup Trainer responsible for training new employee to the service center (jackpot and runner)

Worked in Wmos (Warehouse Marketing Operation Systems)

- Worked with Microsoft Excel daily to build spreadsheets for merchandise in locations that needed to be

pick or placed in the location

Education

Biology

Kansas State University - Manhattan, KS

August 2012 to June 2016

Skills

SHIPPING (5 years), PACKER, STOCKROOM, INVENTORY (5 years), QUALITY CONTROL (4 years), Logistics, Operation, Excel, Customer Service, Data Entry, Shipping And Receiving, Warehouse Management, forklift, Training, Management, Operations, Inventory Control, Microsoft Word, Microsoft Office, MS Office

Additional Information

Skills & Awards

- Picker, Packer, Trainer
- Palletizing, Stockroom
- Work Orders, RF Tagging
- Inventory, Quality Control functions
- Supervisor/Management skills
- Applied Knowledge of Microsoft Office
- Knowledge of WMOS
- Inventory management
- Cycle counting
- Shipping knowledge through UPS, USPS and FedEx
- Administration functions
- 3x Winner of Quality Service
- 2x Management MVP