

Isai Perez-Garcia

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Seeking an opportunity to learn and add value to an organization. Hardworking professional with experience in leadership, customer service, sales and management. Strong communication skills with ability to multi-task while generating interest in product offerings

Education

HIGH SCHOOL DIPLOMA, JUNE 17, 2014

VILLA PARK HIGH SCHOOL

- LEAD SEVERAL GROUP PROJECTS IN ART 1 AND ENGLISH SENIOR CLASS
- PLACED 4TH IN A POET LAUREATE IN JUNIOR YEAR

Experience

ASSISTANT MANAGER, UNIVERSAL TREE SERVICE 2014 - 2018

- ASSISTED OWNER IN OVERSEEING A TEAM OF LANDSCAPERS TO ENSURE WORK WAS ACCOMPLISHED PROPERLY IN A FEW TIMELY FASHION
- ACTED AS A LASION BETWEEN CUSTOMER AND EMPLOYEES TO FACILITATE LANGUAGE BARRIERS
- DEVELOPED AND MAINTAINED SUCCESSFULLY RELATIONSHIPS WITH NEW CUSTOMERS
- RESPONSIBLE FOR ACCOUNT COLLECTION

CLERK, ISRAEL GLASS, SANTA FE CA FEBRUARY-MARCH 2014

- TRACKED INVENTORY LEVELS AND ORGANIZED GLASS TO MEET PROJECTED SALES FORECAST

SALES REPRESENTATIVE, ZOKA, HUNTINGTON BEACH, APRIL-JUNE 2014

- SUCCESSFULLY MARKETED AND SOLD GOOGLE CERTIFIED WEB PLACEMENT

LINE MONITOR, ACTION FIGURES, ANAHEIM CA, FEBRUARY 2015

- INSTRUCTED VISITORS IN AN ORGANIZED FASHION TO WHERE THEY CAN PICK UP THEIR BADGES
- CONSTANT SURVEILLANCE VISITORS THAT MAY NEED INSTRUCTION ON WHERE TO GO
- EXPANSIVE KNOWLEDGE ABOUT THE VENUE

CONVERSION/JANITORIAL, HONDA CENTER, ANAHEIM CA, SEPTEMBER 2017-FEBRUARY 2018

- OVERLOOKED SECTIONS OF THE VENUE TO ENSURE THAT ALL SEATS ARE CLEAN AND PRESENTABLE
- CONSTRUCTED AND DECONSTRUCTED STAGES FOR EVENTS HELD AT THE VENUE
- ABILITY TO ENDURE WORKING LATE NIGHT SHIFTS

STOCKER/PULLER TRAVIS MATHEWS HUNTINGTON BEACH, CA, NOVEMBER 2018 - OCTOBER 2019

- PULLED ASSIGNED ORDERS, NEATLY PACKAGED MERCHANDISE AND SHIPPED TO THE APPROPRIATE LOCATION
- OPERATING FORKLIFT TO RECEIVE INVENTORY NEEDED FOR THE PICKLINE
- RESTOCKING INVENTORY WHERE IT IS MOST CRITICALLY NEEDED
- MAINTAINED A CLEAN AND SAFE WORK STATION AT ALL TIMES

CUSTOMER SERVICE/DELIVERIES THE HOME DEPOT, ORANGE CA, DECEMBER 2019- JULY 2021

- ASSISTING CUSTOMER LOCATE/RETURN MERCHANDISE
- LOCATING AND PULLING CERTAIN PRODUCT FOR CUSTOMERS AND DELIVERING SAID PRODUCTS AT LATER DATE
- OPERATING HEAVY MACHINERY SUCH AS FORKLIFTS, REACH, AND ORDER PICKER AND MAINTAINING SAFETY PROTOCOL AT ALL TIMES

- COMMUNICATION WITH CUSTOMERS AND ASSOCIATES TO GUARANTEE THE BEST CONDITION OF MERCHANDISE AND SWIFT DELIVERY

PRODUCTION ASSISTANT GLIDEWELL, NEWPORT BEACH CA, JULY 2021- OCTOBER2022

- RECEIVE AND SCAN INCOMING PRODUCT TO THEN ORGANIZE SAID PRODUCT TO ITS PROPER SHADE OF COLOR
- EVENLY AND FAIRLY DISTRIBUTE PRODUCT TO EACH TECHNICIAN AND ASSIST IN ANY EXTRA REQUIREMENTS THE PRODUCT MAY NEED
- PRINTING OR REQUESTING PICTURES OR SHADES OF PRODUCT FROM THE DESIGNATED DOCTOR VIA COMPANY COMPUTER
- MAINTAIN A CLEAN WORK STATION AT ALL TIMES TO PREVENT ANT PRODUCTION SETBACKS

BUILDER/SHOP ASSISTANT, PINNACLE, IRVINE CA, OCTOBER2022-PRESENT

- OPERATING A FORKLIFT TO HELP LOAD AND UNLOAD ON COMING TRUCKS FOR DELIVERIES
- KEEPING THE WORKSHOP CLEAN AND CLEAR OF ANY DEBRIS THAT MAY INTERFERE WITH WORKFLOW PRODUCTION
- ORGANIZING PALLETS OF WALLS USED TO CONSTRUCT THE EXHIBITS WE BUILD FOR WHATEVER THE CLIENT MAY NEED AT THE TIME
- USING SAFETY PRECAUTIONS WHEN USING HEAVY EQUIPMENT/MACHINERY I.E. TABLE SAWS, FORKLIFTS, SCISSOR LIFTS, BANDSAWS
- CONSTRUCTING EXHIBITS FOR CLIENTS IN A SAFE AND TIMELY FASHION WITH DETAILED PRECISION

Communication

- Bilingual, Fluent in Spanish and English
- Knows how to effectively Handel A situation with tempered customers
- Experienced with communicating with customers on the phone