# Stevenson- Simervil

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# Address: 140 NW 15th PL Pompano Beach, FL 33060

**Summary of Qualifications**

Growth–oriented, highly motivated, strong interpersonal skills, exceptional organizational skills, and excellent verbal written communication skill therefore I am seeking a position in the Warehousing and Logistic field with advancement opportunities where I can utilize my acquired skills and knowledge to contribute to the organization’s success.

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| --- | --- | --- |
| * Logistics/Warehousing * Shipping/Receiving * Forklift Operator(6k,10k,Etc) * Secret Clearance | * Pallet Jack * SAP * Microsoft Office * PBUSE | * Accountable/Register Mail * Hazmat Endorsement * Logistics Planning * CDL A License |

**Professional Profile**

**Company: Publix Super Market Location: Deerfield Beach, FL Date:** Aug. 2013 – Present

**Warehouseman-Selector/Fuel Island Attendant/Fuel Truck Operator**

* Operates powered industrial equipment to load trailers and move pallets or merchandise to designated areas.
* Cleans the warehouse, offices, outside areas and trailers.
* Performing a number of functions on a variety of fleet vehicles and equipment; as well as industrial equipment; according to company policy; federal, state, and local regulations; and his or her own knowledge of the equipment
* As fuel truck operator you make sure every trailer refrigeration has fuel and also you check every generators to sure it also has fuel too.

**Company: ITT Exelis Location: Afghanistan Date:** Aug. 2011 – July 2013

**Warehouseman/Biometric Clerk**

* Operate Biometric Automated Toolset System (BATS), screen personnel, collect and enter data into security database, and compare to “watch list” And Alert List
* Perform physical security responsibilities security logs, reports, and files including assigning personnel, conducting briefings, visiting assigned posts to oversee Foreign National (FN) guard force, assessing threats, investigating and writing up “Lost, Theft, Damaged, Destroyed” (LTDD) reports, and conducting training
* Fingerprinting, iris scans, photographical facial images; and collect other personal data
* Stock control, inventory management, material sorting/identification/retrograde/warehousing was held responsible
* Storing, stacking, or palletizing materials and Operates hand or power trucks equipment.
* Inventory container areas and other storage
* Coordinate materials for retrograde, issue, repackaging, storage, disposal, or shipment to designated locations
* Remove materials from inventory and prepare for shipment to include proper blocking, bracing, crating, and packing inside shipping containers and on pallets for truck and/or air movement
* Separate materials by proper military class of supply

**Company: World Wide Language Resources Location: Afghanistan Date:** Oct. 2010 – Jun2011

***Register Mail Coordinator/Logistics Coordinator Clerk***

* Receives, unpacks, checks and stores materials and supplies, Fills requisitions and orders.
* Received, stored, and issued military gear.
* develops planning for logistical operations and provides support in tracking supplies and materials
* Coordination of transportation functions, maintenance, consignment inventory, import shipments and delivery details and minimizes exposure to demurrage and detention of goods.
* Packs, crates and ships products and materials to distribution center, departments, or assembly line.
* Operate in the warehouse daily. Provides customer services to provide them with equipment, and receiving of equipment to a central warehouse.
* Responsible for picking up mail from Flight Line, transporting, sorting, and delivering letter mail and packages to contractors and subcontractors at the Fob and multiple other Fobs.

**Company: Kellogg Brown Root (KBR) Location: Iraq**  **Date:** Jan. 2009 – Sept. 2009

***Mail Services Clerk***

* Unload all incoming cargo truck or vehicles, including aircraft.
* Inventory all received shipping containers. Receives incoming mail from military and commercial carriers and compares manifest against mail for proper receipt.
* Responsible for the activities associated with receipt, issue, storage, disposition and accountability of supplies, material and equipment. requisition fill, and future operational planning and support of all diplomatic mail shipping activities
* incoming mail according to the established mail sorting schemes.
* Sorts and scans accountable mail and obtains signatures for receipt during unit mail call pick up
* Sorts incoming mail according to the established mail sorting schemes.
* Prepares and affixes routing labels for mail items per the Consolidated Air Massing and Labeling Scheme (CAMALS)

**Company: United Parcel Service Location: Deerfield Beach, FL** **Date:** Sept. 2005 – Oct 2007

***Shipping & Receiving Clerk***

* Verifies and keeps records on incoming and outgoing shipments and prepares

Items for shipment.

* Unpacks and examines incoming shipments, rejects damaged items, records
* Shortages and corresponds whit shipper to rectify damages and shortages Assist in containerise & palletise materials for shipping offshore

***Company: Home Depot (Expo Design Center) Location: Boynton Beach, FL Date:*** Nov. 2005 – Jun. 2006

***Sales Representative/ Warehouse Clerk***

* Worked in the plumbing department assisted customers on a daily basis.
* Verify adequate inventory levels through cycle counts and store contacts.
* Assist in the receiving of materials and plant and equipment

# Stevenson-Simervil Page 2

**Professional Profile – Continued**

***Supply Clerk***

* Distributing work to other Material Controllers and storemen effectively
* General Controlled Logistics movement of people supplies and equipment

***Company: Glades Distribution Services Location: Boca Raton, FL Date: Feb. 2007– Aug. 2008***

***Truck Driver, Heavy***

* Drives truck and transporting materials, merchandise, equipment.
* Driving associated with delivery of materials & equipment
* Loads, secures, transports, delivers, and unloads propane to and from destinations.
* Receive materials and equipment at the warehouse, carry out goods inward inspections
* Work in warehouses and check maintenance shops and services oil (PMCS) to keep truck working in good condition.
* Meet all DOT requirements.

**Additional Information**

Proficient in Windows, Excel, Outlook, & Word

Government Secret Clearance (Activated October 2010)

2005 High School Diploma

2007 Business Application Developer Associated Degree

CDL License with an "A" with air brake, hazmat, and tanker endorsements