

## Rodolfo Cornel Jr.

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### Objectives

Dedicated professional with excellent customer service skills and extensive knowledge of shipping and receiving. Great computer skills including Microsoft word, Excel, and Internet. 10 Key by Touch. Energetic team player with excellent organizational skills.

### Experience

#### OPERATIONS MANAGER, West Central Foods

*December 2017 to Present*

- Ensure that all products including outgoing and incoming produce meet the quality standards required by the customer and the organization, as well as companies such as **USDA and USDC Export Certification**
- Identify and raise quality issues and to ensure a prompt resolution to customers
- Scheduling appointments with vendors for shipping and receiving
- Negotiate with a variety of people, such as shippers, agents and vendors
- Coordinate international shipment of produce
- Maintain required sanitation procedures that ensure product is fit with federal laws
- Making sure that coverage within the warehouse was met
- Purchasing product to maintain inventory stock
- Confirm all accounting and collections with customers when necessary
- Travel as needed to ensure company quality in all divisions/locations

#### CRUISNE LINE OPERATIONS MANAGER, Kansas Marine

*February 2005 to December 2017*

- Interact with customers, suppliers and transport companies to confirm products and deliveries
- Planning, coordinating and monitoring the receipt, order assembly and dispatch of goods
- Responding to and dealing with customer communication via email and telephone
- Keeping stock control systems up to date and making sure inventories are accurate
- Organizing the recruitment and training of staff, as well as monitoring staff performance and progress
- Motivating, organizing and encouraging teamwork within the workforce to ensure productivity targets are met and/or exceeded
- Producing regular reports and statistics on a daily, weekly and monthly basis
- Visiting customers to monitor the quality of service they are receiving
- Overseeing the planned maintenance of vehicles, machinery and equipment
- Maintaining standards of health and safety, hygiene and security in the work environment, such as ensuring that stock like chemicals and food are stored safely

### Skills

- Use of Pallet Jack and Stand Up Pallet Jack
- Use of Forklift
- Deadline-Oriented
- Dealing with Complexity
- Dependable

### References

**Arlene A. , Kansas Marine**

(213) 599 - 5700

**Esperanza D. , Erewon**

(562) 965 – 4958