

Roberto Márquez

Hard worker, Fast learner

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Work Experience

Fiber Installation/Repair Technician

WISE Connect - CenturyLink Fiber Installations-Portland, OR

February 2024 to Present

- Installed and configured various types of equipment, mainly including network devices
- Performed on-site assessments to determine the best placement and installation methods for equipment
- Collaborated with clients to understand their specific needs and provided recommendations for optimal system performance
- Ensured all installations were completed according to industry standards and manufacturer guidelines
- Tested installed equipment to verify functionality and troubleshoot any issues that arose during the installation process
- Maintained accurate documentation of all installations, including diagrams, configurations, and customer information
- Managed inventory of equipment and supplies needed for installations, ensuring availability for scheduled projects
- Responded promptly to service calls from clients regarding system malfunctions or technical difficulties
- Collaborated with team members on complex installations requiring multiple technicians' expertise
- Ran underground fiber optic cable when needed on a job site, mainly through conduit, as well as self-ran aerial lines
- Knowledge in low voltage (CAT 5e)

General AV tech

AvlImages-Livermore, CA

June 2020 to Present

- Set up and operated audiovisual equipment for conferences, meetings, and events
- Collaborated with event organizers to determine technical requirements and ensure seamless execution of AV needs
- Troubleshoot and resolved technical issues related to audio, video, lighting, and other AV equipment
- Managed inventory of AV equipment, ensuring proper maintenance and functionality
- Provided on-site support during events to ensure smooth operation of AV equipment
- Worked closely with clients to understand their specific audiovisual needs and deliver customized solutions
- Collaborated with cross-functional teams including event planners, IT professionals, and venue staff to coordinate AV setup logistics
- Installed cabling infrastructure for audiovisual systems according to specifications
- Created detailed documentation outlining setup procedures for future reference
- Maintained a clean work area before, during, and after each event
- Collaborated with event planners to create visually appealing stage setups using lighting and projection techniques

- Assisted in the setup of video walls or large-scale displays for exhibitions or trade shows
- Dismantled and packed up equipment after events, ensuring proper storage and transportation procedures were followed

Order Selector

Medline Industries-Tracy, CA

February 2023 to March 2024

- Efficiently and accurately selected customer orders for shipment, ensuring on-time delivery
- Operated various warehouse equipment such as forklifts, pallet jacks, and order pickers to move and transport materials
- Maintained a clean and organized work area to promote safety and efficiency
- Collaborated with team members to meet daily production goals in a fast-paced environment
- Performed quality checks on incoming products to ensure accuracy and completeness of orders
- Utilized inventory management systems to track stock levels and update records accordingly
- Safely loaded and unloaded trucks using proper lifting techniques and equipment
- Assisted in the training of new employees on warehouse procedures, safety protocols, and equipment operation
- Demonstrated attention to detail by verifying product codes, quantities, sizes, colors, or other specifications before packing orders
- Achieved a XX% reduction in picking errors through improved organization methods and double-checking processes
- Closely followed all company policies regarding safety guidelines while operating machinery or handling hazardous materials
- Leveraged strong communication skills when interacting with vendors during receiving processes
- Fulfilled special requests from customers such as rush shipments or specific packaging requirements
- Suggested and implemented changes to layout or organization of warehouse space for improved efficiency
- Maintained a high level of accuracy while picking orders, minimizing errors and reducing rework
- Adhered to all safety protocols when handling hazardous materials or operating machinery
- Maintained regular communication with supervisors regarding any potential issues impacting workflow or order fulfillment timelines

Forklift Operator

Vistar a PFG Company-Livermore, CA

October 2022 to December 2022

- Operated forklift to safely and efficiently move materials, products, and equipment
- Loaded and unloaded trucks, ensuring proper placement of items to prevent damage
- Performed routine maintenance on forklifts, including inspections and minor repairs
- Collaborated with warehouse team to organize storage areas for optimal efficiency
- Adhered to safety protocols at all times to prevent accidents or injuries in the workplace
- Utilized handheld scanners or computer systems to track inventory movement within the warehouse
- Followed company procedures when handling hazardous materials or fragile items
- Safely transported materials between different areas of the warehouse without any incidents
- Maintained cleanliness of work area by organizing supplies, removing debris, and disposing waste properly
- Demonstrated excellent spatial awareness skills while maneuvering through narrow aisles or tight spaces within the warehouse environment
- Efficiently stacked and arranged pallets or containers in a stable manner to maximize storage space
- Maintained a high level of accuracy when recording inventory movements using computerized systems or paper-based logs

- Picked orders accurately according to pick lists provided by supervisors using a combination of forklift and manual handling

Operations Coordinator

Micheals Distribution center-Tracy, CA

July 2021 to October 2022

- Oversaw all aspects of warehouse operations, including inventory management, order fulfillment, and shipping/receiving
- Reduced picking errors by XX% through the implementation of standardized operating procedures and regular training sessions for warehouse staff
- Developed and implemented a cycle counting program that improved inventory accuracy by XX%
- Collaborated with cross-functional teams to optimize warehouse layout and streamline workflow processes
- Conducted regular audits of inventory levels to identify discrepancies or potential stockouts, ensuring optimal stock availability for customer orders
- Optimized space utilization within the warehouse by implementing efficient racking systems and storage solutions
- Analyzed data from various sources (e.g., ERP system) to identify trends or areas for improvement in warehouse operations
- Implemented safety programs that reduced workplace accidents by XX% through employee training initiatives
- Led continuous improvement projects using methodologies such as Six Sigma or Kaizen to drive operational excellence
- Collaborated with the quality assurance team to ensure compliance with regulatory requirements and industry standards
- Conducted regular performance evaluations for warehouse staff, providing feedback on areas of improvement and recognizing top performers
- Managed inbound/outbound freight activities, optimizing transportation routes to reduce costs while meeting customer delivery deadlines
- Mentored and trained new hires in warehouse operations procedures and safety protocols
- Managed a team of XX warehouse associates, providing coaching and guidance to ensure high productivity levels and adherence to safety protocols

Certified Flagger

Statewide Safety Systems-Tracy, CA

October 2020 to June 2021

- Maintained a safe work environment by directing traffic and controlling the flow of vehicles in construction zones
- Effectively communicated with drivers, pedestrians, and construction crew members to ensure compliance with safety regulations
- Implemented proper signage and flagging techniques to guide motorists through work areas, minimizing accidents and delays
- Performed regular inspections of equipment and tools to ensure they were in good working condition
- Collaborated with team members to coordinate traffic control plans for various projects
- Managed traffic flow during road closures, detours, or other disruptions to maintain smooth operations
- Responded quickly and efficiently to emergency situations or incidents on site
- Provided clear instructions and guidance to drivers regarding lane changes, merging, or stopping as necessary
- Ensured compliance with all applicable laws, regulations, policies, procedures related to traffic control operations
- Assisted in setting up temporary signs or barricades as needed for road maintenance or construction projects
- Monitored radio communications for updates on project status or potential hazards

- Safely operated hand-held stop/slow paddles or flags according to established guidelines
- Worked effectively under pressure while maintaining a calm demeanor in high-stress situations

Education

High school diploma

John C. Kimball High School - Tracy, CA

August 2017 to May 2021

Skills

- Packaging
- Mechanical Knowledge
- Construction
- Heavy Equipment Operation
- Logistics
- Materials Handling
- Load & Unload
- Shipping & Receiving
- Landscape Maintenance
- Order Picking
- Lawn Care
- Warehouse Experience
- Pallet Jack
- Freight Experience
- Power tools
- Forklift
- Ladder climbing
- Cabling
- Equipment Repair

Certifications and Licenses

Driver's License

CDL

OSHA 10

Forklift Certification

Pallet Jack Certification