

Resume 695

OBJECTIVE

Highly motivated, knowledgeable, and results-driven professional to secure a position with your company, utilizing my extensive skills, training, expertise, and experience

SUMMARY OF QUALIFICATIONS

- Over 30 years' experience in a production setting, operating various machines in the production of items, and designated with security clearance
- Consistently meets and/or exceeds all daily production quotas, goals, and objectives
- Complies with all corporate rules and regulations, including experience wearing PPE and hardhats
- Trained in and fully compliant with all OSHA safety laws and regulations including training for the safe handling and disposal of hazardous materials, and environmental biological materials and airborne pathogens
- Performs preventive maintenance, troubleshooting, and minor repairs to various equipment
- Proficient with inventory management, utilizing handheld barcode readers, and uploading data to computer databases
- Utilizes a variety of measurement devices including micrometers, calipers, depth gauges, and tape measures
- Strong communications, math, analytical, and problem-solving skills
- Multi-tasks efficiently, learns new systems quickly, and completes all projects on-time or ahead of schedule
- Familiar with using computers, Windows, MS Office, Internet research, and email
- Works well independently or collaboratively in a team environment

PROFESSIONAL EXPERIENCE

01/20 – Pres. **Bus Monitor**

Transpo Bus Services, Rochester, NY

- Buckle seatbelts or fasten wheelchair tie-down straps to secure passengers for transportation.
- Direct students boarding and exiting the school bus.
- Escort young children across roads or highways.
- Monitor for trains at railroad crossings and signal the bus driver when it is safe to proceed.
- Write and submit reports that include data such as the number of passengers or trips, hours worked, mileage driven, or fuel consumed.

04/17 – 01/20 **Porter**

American Campus Communities, Buffalo, NY

- Cleaned buildings by sweeping, mopping, scrubbing, or vacuuming.
- Mixed water and detergents or acids in containers to prepare cleaning solutions, according to specifications.
- Cleaned windows, glass partitions, or mirrors, using soapy water or other cleaners, sponges, or squeegees.
- Notified managers concerning the need for major repairs or additions to building operating systems.
- Requisitioned supplies or equipment needed for cleaning and maintenance duties.
- Steam-cleaned or shampooed carpets.

09/86 - 12/16 **Production Operator**

DuPont, Tonawanda, NY

- Operated machinery used in the production process, or assist machine operators.
- Loaded and unloaded items from machines, conveyors, and conveyances.
- Tied products in bundles for further processing or shipment, following prescribed procedures.
- Observed equipment operations so that malfunctions can be detected, and notify operators of any malfunctions.
- Controlled and operated equipment in which daily quality insurance checks and inspections are completed.
- Lead machine setups in accordance with applicable company procedure and setup sheets.
- Completed preventative maintenance on equipment to ensure smooth and seamless operation
- Recorded operational data, such as temperatures, pressures, ingredients used, processing times, or test results.

EDUCATION

High School Diploma

Niagara Falls High School, Niagara Falls, NY