

RESUME 217

Objective: To obtain employment as a *production specialist, warehouse worker or general laborer.*

Highlights of Skills

- Over 5 years' production experience
- Certified Forklift and pallet jack operator
- Ability to accurately follow procedures, blue prints and directions
- Experienced in plastic mold injections, assembly, packaging, etc.
- Proficient with hand and power tools
- Reliable and dependable

Experience:

Tulip Corporation, Niagara Falls, NY

2006-2009

Production Specialist

- Adhere to all applicable regulations, policies, and procedures for health, safety, and environmental compliance
- Inspect finished products for quality and adherence to customer specifications
- Test products or subassemblies for functionality or quality
- Set up and operate production equipment in accordance with current good manufacturing practices and standard operating procedures
- Start up and shut down processing equipment
- Prepare and assemble materials
- Build product subassemblies or final assemblies
- Maintain inventory of job materials
- Clean production equipment or work areas
- Transfer hazardous/nonhazardous waste materials to collection areas for disposal, recycling, reuse
- Package finished products

Rave, North Tonawanda, NY

2003-2005

Production Specialist

- Conduct environmental safety inspections in accordance with standard protocols to ensure that production activities comply with environmental regulations or standards
- Provide advice or training to other technicians
- Plan and lay out work to meet production and schedule requirements
- Keep manufacturing production logs
- Adhere to all applicable regulations, policies, and procedures for health, safety, and environmental compliance
- Measure and record data associated with operating equipment
- Prepare production documents, such as standard operating procedures, manufacturing batch records, inventory reports, or productivity reports
- Inspect finished products for quality and adherence to customer specifications
- Set up and operate production equipment in accordance with current good manufacturing practices and standard operating procedures
- Prepare and assemble materials
- Build product subassemblies or final assemblies
- Provide production, progress, or changeover reports to shift supervisors
- Transfer hazardous or nonhazardous waste materials to collection areas for disposal, recycling, or reuse
- Package finished products