

JESSICA CLAIRE

✉ resumesample@example.com
📞 (555) 432-1000
📍 Montgomery Street, San Francisco, CA 94105

SUMMARY

Provides leadership, supervision and professional development for 43 personnel. Responsible for 21 calibrated items with zero discrepancies and maintained 3 programs with a grade of "on-track" during a Quality Assurance audit. Consistently recognized for quality of work and leadership.

SUMMARY OF QUALIFICATIONS

- Secret Clearance
- Quality assurance Inspector
- Security
- Management
- Conflict Resolution
- Attention to Detail
- Hydraulic Controls
- Power Generation
- Instrument Systems
- Calibration

EDUCATION AND TRAINING

Navy Course A-500-1000
2013

Personal and Professional Development
Developed supervisory skills in work environment for Equal Opportunity, Diversity, Discrimination, Time Management, Substance Abuse, Suicide Prevention, Sexual Harassment Stress and Anger Management.

Navy Course A-950-0080
2013

Financial Management

Navy Course NV-1715-1821
2012

Digital Circuitry in AC, DC and Solid State Devices
Graduated as class leader at top of class.

Navy Course NV-1715-1820
2010

Aircraft Electrical, Instrument and Navigational Equipment
Graduated 2nd in class.

Madison Jr./Sr. Highschool
Middletown, OH • 2004

High School Diploma
Graduated in the top 78th percentile.

EXPERIENCE

United States Navy - Aviation Electrician

City, STATE • 07/2009 - 07/2014

Interpreted electrical and mechanical schematics, blueprints and diagrams. Implemented vast knowledge of electronics principles to resolve complex electrical problems. Diagnosed equipment malfunctions and completed repairs to restore equipment and maintain uptime. Verified that all equipment was certified and met regulatory requirements. Performed monthly, semi-annual and annual Preventive Maintenance Checks and Services (PMCS). Trained maintenance journeymen electricians and electrical apprentices.

Union Ironworker's Local290 - Apprentice Ironworker

City, STATE • 2007 - 03/2009

Responsible for promoting safe and clean working environment. Cut, fit, and welded metal components, including plate, structural shapes, and pipe. Used processes including gas tungsten arc, gas metal arc, flux-cored arc, plasma arc, shielded metal arc, resistance welding, and submerged arc welding. Worked overtime, including evenings and weekends, to respond to emergencies and fix unsafe conditions. Led a team of 6 to perform special or emergency jobs requiring quick response and precise work. Kept supervisor informed of job progress and material requirements.