

# JESSICA CLAIRE

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## SUMMARY

Experienced welding, machine operation and assembling positions. Knowledgeable in a variety of hand held tools and operating equipment. Experienced, reliable team player and strong mechanical abilities.  
Dedicated Tractor Operator with extensive knowledge of mechanical repairs and inspections. Successful at following few directions with no supervision and completing jobs with timeliness and accuracy. Distinguished understanding of job completion and efficient equipment usage.

## SKILLS

- Tractor repairs
- Forklift certified
- [State] licensed driver
- Diesel tractor expertise
- Snow removal
- Harvesting
- Detail-oriented
- Construction
- Stone and timber walls construction
- Rain gardens
- Licensed Pesticide Applicator
- Lawn repair specialist

## EXPERIENCE

### Altru Health System Clinic - Equipment Operator

Erskine, MN • 05/2019 - Current

- Inspected, repaired and maintained equipment for durability and optimal performance.
- Kept equipment properly fueled and ready for immediate use to support scheduling demands.
- Drove forklifts, hand trucks, scissor lifts and other equipment to move materials around work sites and organized according to need.
- Transported lawn equipment while safely operating lawn machinery to and from job sites.
- Maintained proficiency in different types of equipment and related attachments to meet job site requirements.
- Operated zeroturn and lawn equipment to perform lawn maintenance in support of scheduled activities.
- Communicated with supervisors via handheld mobile devices to coordinate job site resources.
- Maintained trucks and lawn machinery by repairing and replacing broken and malfunctioning components.

### Go Riteway Transportation Group - Mechanic

Mequon, WI • 04/2015 - 05/2019

- Cleaned the inside of vehicles to sanitize and meet customer expectations.
- Prepared appropriate maintenance forms and records for accountability.
- Kept detailed records of all repairs, labor involved, and parts used and input data to customer database.
- Attended all safety and training meetings to learn techniques to avoid injuries and mishaps.
- Monitored shop equipment to maintain safe working condition.
- Executed preventive and corrective maintenance on work trucks and other vehicles.
- Diagnosed mechanical problems and determined solutions to correct concerns.
- Operated pressure pumps, air electrical equipment and mechanical equipment.
- Cut, fit, and welded metal components, including plate, structural shapes, and pipe.
- Managed work with little supervision.
- Worked overtime, including evenings and weekends, to respond to emergencies and fix unsafe conditions.
- Processed work orders and prioritized jobs.
- Completed all repairs and maintenance work to company standards.
- Kept supervisor informed of job progress and material requirements.
- Picked, packed, received, and restocked products with forklift, lift truck and stock picker.
- Maintained inventory for central warehouse of tools and supplies.
- Liaised with customers to explain repairs and present estimates.
- Planned work and determined appropriate tools and equipment.
- Read blueprints and repair manuals to identify mechanical problems and fix each in accurate manner.

### Pronamics Industries - Oven Worker/ Production Worker

City, STATE • 05/2014 - 09/2014

- Molded fiberglass from chopped fiberglass and resin materials using pneumatic chopper spray guns.
- Operated and adjusted laminating equipment by controlling speed, pressure and temperature.
- Trimmed excess fiberglass from edges to remove unnecessary material.
- Monitored multiple databases to keep track of all company inventory.
- Tracked warehouse contents continually, maintained constant awareness of stock levels and performed formal inventory review bi weekly.

### Precision Lawn Care Inc. - Agricultural Equipment Operator

City, STATE • 01/2011 - 07/2013

- Drove tractors according to job needs.
- Maximized team efficiency by using equipment such as full bush hog and tractors to mow interstate.
- Employed hand signals to communicate effectively with coworkers operating transport vehicles and direct movements from highways and bi passes
- Secured loads to prevent shifting or damage to items.
- Positioned lifting devices around loaded pallets, skids and boxes to secure materials for transport to designated areas.
- Identified and troubleshooted issues with equipment and completed basic repairs to restore functionality.
- Collaborated with team members to coordinate efficient and accurate movements.
- Scheduled or performed needed maintenance on equipment to promote longevity of use.
- Promoted longevity of warehouse equipment through routine inspection and maintenance, including cleaning, lubricating or recharging batteries of vehicles and auxiliary tools.
- Carefully and precisely manipulated controls of pto-powered vehicles to navigate throughout job sites (interstate), thoughtfully selecting routes to avoid obstructions and crowded areas.
- Installed retaining walls, fences and planters.
- Planted seeds, bulbs, ground covers and trees.
- Mowed and edged lawns and flowerbeds using zero turn mower and bed definer and weed eater and edger as well as back pack blower various operation of street vacs.
- Managed 3 day laborers in completing large landscaping projects.
- Mixed and sprayed fertilizers, herbicides and insecticides onto grass, shrubs and trees.
- Installed rock gardens, ponds and irrigation systems in accordance with client specifications.
- Arranged shrubs, trees and flowers to create particular landscape effects.