

# JESSICA CLAIRE

---

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

## Summary

Responsible and hardworking warehouse assembler who can collaborate with a team and produce quality work on tight deadlines. Machine Operator with positive attitude and a commitment to safety, quality, customer service and lean manufacturing. Hardworking, strong and physically agile manufacturing professional who excels at production and assembly. Experienced Manufacturing and Assembly Worker. Personable and detail-oriented Residential Painter who performs exceptional house painting work while minimizing disruption to customers' living spaces. Committed to completing each and every paint job to the customer's satisfaction, with strong leadership and relationship-building skills. Experienced painter of trailer undercarriages when filling in.

## Highlights

- Background in shipping and receiving
- Welding tool operation
- Machining familiarity
- Initiative to work independently
- Strategic thinker
- Mathematical reasoning aptitude
- Forklift Operator Non Certified
- Fast Learner
- Painting Experience

## Accomplishments

Completed 100% of projects on time. Completed new construction painting jobs for 4 homes in under 12 months. Used propane forklift to load trailer at warehouse. Prepared pallets by following prescribed stacking arrangement and properly tagging pallets. Packed containers and re-pack damaged containers. Equipment Maintenance

### Inventory Control

#### Product Inspection

- Inspected products to ensure highest quality.
- Restocked and organized items as necessary and as directed.
- Performed routine maintenance on equipment on as-needed basis.

## Experience

### GES Testing Associate, 2017 to 02/2017

#### Liberty University – Lynchburg, VA

Adjusted machine feed and speed if machine malfunctioned. Maintained proper stock levels on a line. Monitored and adjusted production processes or equipment for quality and productivity. Adhered to all applicable regulations, policies and procedures for health, safety and environmental compliance. Started up and shut down processing equipment.

### Apprentice, 03/2015 to 02/2016

#### Aar Corporation – Fayetteville, NC

Operated equipment safely and efficiently at all times. Serviced and maintained vehicles and heavy equipment. Listened to warning alarms and responded accordingly. Operated and maintained a forklift truck in a safe and efficient manner. Worked on projects, which provided value to the department, the company, and the client base. Assembled components with hand and power tools. Set up and operated greasing equipment to grease components, sub-assemblies or assemblies. Experience in measuring, cutting, bending and fitting tubing to small machines. Inserted and positioned materials and clamped, spliced and fitted parts using hand and power tools. Improved knowledge and productivity through continuous education and learning from foreman and senior assemblers.

Improved knowledge and productivity through continuous education and learning from foreman and senior assemblers. Operated welding, press brake, Pipe Cutters, Boom Trucks. Retrieved correct materials from product inventory to perform various fabrication duties. Performed electrical utility services for industrial based and new building projects. Connected wires to circuit breakers and transformers. Continually cleaned work areas and equipment. Arranged and stored materials, machines, tools and equipment.

### Painter, 04/2014 to 11/2014

#### Great Dane – City, STATE

Completed an average of 14 painting jobs per 10 hours. Operated hand tools and power tools such as Rivet Guns and Spray Guns. Operated compressors, spray equipment. Covered floors before prepping, priming and painting all surfaces. Operated equipment safely and efficiently at all times. Assembled components with hand and power tools. Assessed work for errors or compliance issues and made corrections and modifications when necessary. Cleaned and finished sub-assemblies or assemblies using hand or power tools. Lubricated and wiped machines, tools and workplace to maintain safety and cleanliness. Managed work with little supervision. Worked at a rapid pace to meet tight deadlines.

## Education

### High School Diploma: General Education, 2007

#### Trumann - Trumann, AR

3.1 GPA, Varsity Basketball All Conference 2 years, Tennis Team