**Michael J. Bobek**

*Warehouse, Construction, and Production Worker*

mbobek@wwrfresource.com 401 S. Emporia, Wichita, KS 67202 *(316) 932-5764*

**Summary of Skills**

*Industrial*

* Troubleshoot and solve mechanical problems.
* Power saws, finishing tools, air tools, and other construction related tools.
* Full remodels, framing, interior/exterior painting, window insulation, minor electrical, plumbing, and carpet.
* Pond and landscape design and construction.
* Sprinkler systems and waterfall installations.
* Able to identify plants by name and visual recognition.
* Knowledgeable of plant placement needs and care.

*Leadership*

* Supervised 5 other local co-ops, safety training/confined spaces.
* Make informed decisions while successfully guiding others through constant change.
* Works quickly, skillfully, and safely.

*Administrative*

* Keyboarding, Microsoft Windows and Excel.
* Product purchases, inventory, and payroll control.
* Monitor and track petty cash and staff transactions.

*Customer Service*

* Quickly build rapport with customers and commit names to memory.
* Experience communicating through written and verbal techniques with customers.
* Track and update customer accounts.
* Verify invoice details and respond to questions and complaints.

**Employment History**

* Supervisor of Elevator Operations Farmers Co-op Tonkawa, OK 2014-2015
* Laborer/Carpenter C&C Construction Wichita, KS 2011-2013
* Lead Maintenance & Security BSC Inc. Wichita, KS 2011-2013
* Shift Supervisor/Lead Western Industries Ark City, KS 2009-2011

**Education**

* Associate Degree *Family Radio School of the Bible Theology* 2015
* Associate Degree *Salina Vocational Horticulture/Landscaping* 2002

**Certifications**

* Kansas WorkREADY! Certificate (2015), Manufacturing Skills Certificate (2015), Forklift license, Propane Safety Level 1, Grain Fumigation, Grain Hazmat, Heavy Equipment Operator certification, Carpentry Level 1