

R&D NEW PRODUCT DEVELOPMENT TECHNICIAN

Experience

R&D New Product Development Technician , 10/2015 to 10/2019

Company Name – City , State

- Assembling work orders per process sheet.
- Document control.
- Revising, Reviewing Engineering Work Orders as well as procedures for assembly.
- Help engineers develop engineering work orders as well as putting together work instructions for operations room.
- Clean room experienced.
- Kanban Experienced.
- Kitting Materials for production floor.
- 5S Lean Manufacturing Knowledge.
- Experience with ISO quality systems.
- Inspecting materials to ensure they meet production/GMP/GLP standards.
- Maintain an organized and clean environment/work space.
- Read and follow blue prints, diagrams and SOP sheets.
- Operating Mikron POP machine, ATS Machine, Calvary Machine, and Branson Heatstaking Machines.
- Using a microscope to inspect products.
- Testing products following procedures.

Front Desk Clerk , 11/2013 to 04/2015

Company Name – City , State

- Handle members payments and information.
- Maintain an organized and clean facility.
- Greet members and assist with any help or questions.
- Promote sales for the gym.
- Managing smoothie bar; make shakes and restocking items.

Assembler/Tester (Contractor) , 05/2013 to 12/2014

Company Name – State

- Assembling chemical and mechanical products via process sheet.
- Conducting test on circuit boards and mechanical products.
- Using tools such as torques, microscope and scales.
- Managing and working with chemicals and epoxy.
- Assist quality and process engineers in validation activities.
- Quality inspecting raw and finished products to ensure they meet production/quality standards.
- Effectively identify problems as they occur and take appropriate steps to solve them.
- Organizing and recording data into Micro Word.
- Read and follow blueprints, process sheets, diagrams.
- Set-up, calibration, testing and troubleshooting of circuits, components, instruments and mechanical assemblies.
- Manufacturing equipment operation.
- Weigh, measure and check materials to ensure proper quality and quantity.
- Mix, receive, store, deliver and dispose of chemicals.
- ESD and FOD Trained.
- Clean room experienced.
- Laser engraving.
- Attention to detail.

Work History

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Education

High School Diploma : 2012

Lowell High School - City , State

Bachelors degree : Science, Quality Engineering Southern New Hampshire University - City , State

Summary

Detail-oriented Quality Control Analyst well-versed in qualitative and quantitative analysis techniques. Strengths include multitasking, organizing data and prioritizing tasks. Offering 5 years' experience in Medical Device settings.

Highlights

- Organizing and recording data into Microsoft Word and Excel
- Detail Oriented
- Blueprints
- Operations leadership
- Acknowledgment of customer needs
- Strong analytical mind
- Analysis and reporting

- Equipment operation
- GMP
- GLP
- ISO
- Lean Manufacturing
- Mechanical Assembly
- Testing products
- Quality Inspection
- SOP
- Troubleshooting
- Validation
- Leadership ability
- Development and training
- Strong communicator
- Ability to work independently
- Understanding of office operations
- Clinical support
- Ability to train volunteers
- Ability to coordinate
- Experience in conflict resolution
- Test data summarization
- Deliverables oversight
- Cross-functional training
- Attention to detail, Inspection, Excel, Reporting
- Blueprints, Inspect, Office, Sales
- Calibration, ISO, Word, SOP
- Conflict resolution, Laser, Microsoft Word, Troubleshooting
- Detail Oriented, Leadership, Communicator, Validation
- Equipment operation, Lean Manufacturing, Organizing
- Functional, Managing, Testing products
- GMP, Materials, Quality
- GLP, Mechanical, Read
- Inspecting, Clinical support, Recording

Skills

- Organizing and recording data into Microsoft Word and Excel
- Detail Oriented
- Blueprints
- Equipment operation
- GMP
- GLP
- ISO
- Lean Manufacturing
- Mechanical Assembly
- Testing products
- Quality Inspection
- SOP
- Troubleshooting
- Validation
- Leadership ability
- Development and training
- Strong communicator
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- Experience in conflict resolution
- Test data summarization
- Deliverables oversight
- Operations leadership
- Acknowledgment of customer needs
- Strong analytical mind
- Analysis and reporting
- Cross-functional training,
- Attention to detail, Blueprints, calibration, conflict resolution, Detail Oriented, Equipment operation, functional, GMP, GLP, Inspecting, Inspection, inspect, ISO, Laser, Leadership, Lean Manufacturing, Managing, Materials, Mechanical, Clinical support, Excel, office, Word, Microsoft Word, communicator, Organizing, Testing products, Quality, Read, recording, reporting, sales, SOP, Troubleshooting, Validation