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| Jacob P. Pelkey  4061 Temescal Ave. Norco, Ca. 92860 (951) 220-0636  **Objective**   * I’m looking for a long-term career opportunity where I’m able to grow and become a valuable asset. | | | |
| Work Experience | | | |
| 6/09-Present | | Polara Engineering | Corona, Ca. |
| Lead/other  * + - * Assign responsibilities, perform training and track progress of up to 12 employees.       * Organize work orders to be completed for on time shipments. * Accurately document information for traceability and quality per ISO requirements. * Communicate information to work collectively with others. * Proficiently build product, solder components and machine parts as necessary. * Collaborate with my supervisor for employee evaluations and work flow. * Effectively engineer processes for lean manufacturing. * Write engineering change requests and deviations. * Quality check, re-write and produce written procedures. * Ensure exceptional cleanliness, product and service. * Travel to various states for field work. * Design fixtures and tools to effectively assemble parts and components. * Continually diagnose and repair rejected parts using an MRB system. * Perform technical projects to test the quality of new designs and parts. | | | |
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| 8/08-3/09 | | Pacific States Plywood | Springfield, Or. |
| Machine Operator  * Maintained proper functioning of various machines for smooth production of plywood. * Participated on a weekend repair crew for upkeep of equipment (changing belts, replacing bolts and various components). * Resourcefully used materials to construct proper fitting parts for replacement. | | | |
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| 7/06-8/08 | | Koffler Boats | Junction City, Or. |
| Painter/Finisher/Installer  * Proficiently ordered all inventory for paint shop. * Managed employees for proper preparation of boats. * Masked and painted all boats. * Assisted with installation of compartment hinges, bilge pumps, wiring, floors, seats, motors, carpet and control panels. | | | |
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| 4/05-7/06 | | Franz Bakery | Springfield, Or. |
| Machine Operator  * Ran multiple machines to carry on efficient production of bread products. * Supervised several co-workers. * Assisted in preparing the ingredients for mixing the dough.   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  10/04-4/05 MBM Food Distribution Moreno Valley, Ca.  **Forklift Operator/Scanner/Picker/Loader/Office Assistant**   * Maneuvered a stand up and sit down forklift to rotate product for freshness. * Picked orders per customer. * Scanned all orders for exact preparation. * Loaded trucks. * Tended to will call orders, as well as shipments leaving the city via overnight mail.   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  4/04-10/04 Power Engineers(Volt Technical) Boise, Id.  **GIS Technician**   * Worked closely with a technician team designing and editing within geo database software to map out the electrical system for the state of Florida.   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  11/03-4/04 Ada County Hwy Dept. Boise Id.  **Project Approval**   * Took charge of all proposed community projects to determine eligibility. * Utilized numerous computer programs. * Obtained contact information for proposed projects to collaborated details. * Organized and filed all pertinent information from my research. | | | |
| Education | | | |
| August of 98’ | Lane Community College | | Eugene Or. |
| GED | | | |
| References | | | |
| References are available on request. | | | |