

# Aurora K. Wilson

4700 S. Greenlawn Dr - Crawfordsville, IN 47933    aurorakv32@gmail.com - (765) 401-1667

## WORK EXPERIENCE

### **Operator**

Random House – Crawfordsville, IN January 2016 to December 2016

- Maintain work standards
- Work in changing environment
- Inventory analysis
- Train employees

### **Insurance Agent**

March 2015 to December 2015

- Perform excellent customer service
- Respond to calls and emails in a timely manner
- Work proficiently in a team and independently
- Maintain professional demeanor
- Work with insurance and variable products

### **Shift Supervisor**

Valero Renewables - Linden, IN - May 2007 to March 2015

- Operate 120M gallon petrochemical plant in an efficient manner
- Work closely with process, lab, maintenance, shipping, and management depts
- Write and review technical documents
- Ensure quality control
- Ensure routine duties completed accurately
- Troubleshoot discrepancies outside of normal operating parameters
- Ensure adherence to safety permits and guidelines
- Responsible for validating timesheets
- Run lab tests as a troubleshooting technique

## EDUCATION

### **Diploma**

North Vermillion Jr-Sr High School - Cayuga, IN  
1994 to 1998

### **Computer Information Systems & Software Development**

Ivy Tech Community College - Lafayette, IN  
2013 – 2016

- Dean's List
- 3.55 GPA

## SKILLS

Microsoft Office Suite, HTML5, CSS3, JavaScript, MySQL, TestOut Pro PC Certified,  
Experience training others in the classroom and hands on