

# MONIQUE DANIELS

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## Summary

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Flexible, dependable, and hard working machine operator with 7 years of machine operating experience in a fast paced manufacturing environment. I'm a machine operator with a positive attitude and a commitment to safety, quality, and exceptional customer service.

## Highlights

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- Assembly line production
- Organizational skills
- Initiative to work independently
- Fast learner
- Excellent people skills
- Production procedures
- Business development experience
- Interpersonal skills
- Strategic thinker
- Inventory control

## Accomplishments

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### Machine Troubleshooting

- Performed effective troubleshooting of machines.

### Machine Operation

- Entered operating instructions into computers to start and adjust machines.

### Production

- Consistently met production and schedule levels.

## Experience

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### Production Associate

July 2006 to April 2012

#### G-III Apparel – West Haven, CT

Actively suggested operational improvements to enhance quality, improve production times and reduce costs. Adjusted machine feed and speed if machine malfunctioned. Changed equipment over to new product. Coordinated and supervised assembly work for assembly crews. Responsible for achieving production requirements. Started machine operations by inserting control instructions into control units. Ensured the most cost-effective production methods were employed. Estimated costs and set quality standards. Inspected finished products for quality and adherence to customer specifications. Made sure that products were produced on time and are of good quality. Oversaw the production process and managed the production schedule. Responsible for the selection and maintenance of equipment. Reviewed operations and conferred with technical or administrative staff to resolve production and processing problems. Set and monitored product standards, examining samples of raw products and processing tests, to ensure the quality of all finished products. Started up and shut down processing equipment. Worked with managers to implement the company's policies and goals.

## Education

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### Richard C. Lee High School 1987

New Haven, CT, US

Health Careers

Diploma