

Kevin Thompson

Quality Inspector at Offloads

Lauderhill, FL - Email me on Indeed: [indeed.com/r/Kevin-Thompson/6d5b3bfcab921287](https://www.indeed.com/r/Kevin-Thompson/6d5b3bfcab921287)

To obtain a challenging entry-level position in a professional business environment that will utilize my leadership skills as well as my computer skills.

WORK EXPERIENCE

Quality Inspector

Offloads - Miami, FL - 2009 to Present

- Responsible to the Purchasing Manager for processing orders and to the Quality Manager for the Inspection of duties
- Ensure that maintenance is performed in accordance with accepted data. The data must be approved by the Administrator and in compliance to 14 CFR Part 43, 65, 145, regulations of approving National Aviation Authorities and the policies and procedures described in the Repair Station and Quality Manuals.
- Preparing and packaging MPC units to send to vendors and customers

Front Desk / Security

Hamilton Sundstrand - Miami, FL - October 2008 to May 2009

- * Keep a vigilant watch on the company parking lot, while at the same time transferring calls to other workers throughout the office area and various aviation repair shops.

Database Maintenance

Hamilton Sundstrand - Miami, FL - September 2007 to February 2008

- * Responsible for the maintaining and the upkeep of the Engineering Database. This consisted of the handling and documentation of all engineering tooling and chemicals for 6-8 aviation repair shops.
- * Created Microsoft Excel spreadsheets from internal employee survey response. This consisted of the highly delicate / confidential company information.
- * Responsible for keeping track and updating inventory of all obsolete engineering tools for the shops.
- * Work with ACE team to gather / input sales and productivity information per shop into Shop Inventory Database. Also, organized information into ACE folders per individual avionic shop.

EDUCATION

Broward College - Miramar, FL
2008 to 2009

New World School of the Arts - Miami, FL
2005 to 2008

Barry University - Miami, FL
2004 to 2005

Business Administration

Nova Southeastern University

SKILLS

Microsoft Office: Word, Excel, Power point, Access and Outlook, Microsoft Visio 2007, Microsoft C#, HTML, Microsoft SQL, Citrix Systems.

ADDITIONAL INFORMATION

Familiar with general office equipment including copiers, fax machines, and 10-key calculators.