

Tara Lockett

Seattle, WA

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WORK EXPERIENCE

Mixer

Essential Bakery -

February 2016 to Present

Mixer 10/01/2018 current \$16.00

Lead banding team

Essential Bakery -

April 2018 to September 2018

Inventory Specialist/Forklift Operator

Essential Bakery -

September 2017 to March 2018

16.00)

Bread Packaging/ Frozen Packaging Lead 05/03/2017 (\$14.50)

Bread Packaging 03/03/2017 (\$13.00)

Safety Committee 02/03/2017-current

Currently at The Essential Baking Company, I am responsible for managing developing and maintaining systems for counting, storing, and tracking the movement of product. I also work to establish checks and balances to maintain a working inventory management system.

Part of my job includes maintaining the cleanliness and the functionality of the facility i.e. trailers, freezers and storage areas. I am always keeping a vigilant eye for any newly arising issues. Such as mold growth or damage to equipment that might pose a risk to the other employees the public and the facility. I stay up to date on inspections and procedures as well as SQF and FIFO standards. I use a forklift on a regular basis to maintain my department effectively.

At The Essential Baking Company I started in the bread packaging department I quickly moved to lead and was awarded employee of the month on my 6th month. I also managed a crew of up to 15+ I am a team builder and a team player. My paths are always changing and the bakery to meet their production needs.

Magnetic and penetrant services co -

June 2014 to September 2016

Aerospace

Part Finishing Shop Support

During my time In the Aerospace industry, I was responsible for processing and handling spacecraft/aircraft parts. My experiences included masking for penetrant, paint primer and electrical bond tape. I am also trained and have 1+ year experience in part marking, packaging, touch up, receiving, turn over and set up. I am also certified to thickness testing as well as wet test adhesion testing.

Subway -

April 2012 to October 2014

Person in Charge (PIC)

At subway I was responsible for overseeing the store and crew members, when no other management it available. Maintain daily functions of the store.

Manager

Subway - Orchards, WA -

May 2013 to February 2014

At Subway I was responsible for maintaining the store and its functionality as well as the crew of 8. I was also responsible for ensuring that the store and crew were on target to pass monthly inspection conducted by Subway Group Inc. At the inspection we were rated on whether or not crew was properly trained on any new products and/or promotions.

housekeeping and fulfilling any tasks my supervisor ask me to complete

Shake Shack -

July 2008 to October 2008

7/2008 -10/2008

PIC

While I worked at the Shake Shack I executed daily operations of making Protein shakes for customers, housekeeping and fulfilling any tasks my supervisor ask me to complete. I was also responsible for checking to ensure that appropriate changes were made to resolve customers' problems. I was the person in charge when owner was unavailable.

Dollar Tree Distribution - Ridgefield, WA -

July 2007 to July 2008

Order Selection

At Dollar Tree I was responsible for selecting orders using a pallet jack and staging the orders in appropriate drop zone in order to be shipped. While doing this job I was responsible for maintaining speed and accuracy while being safe and efficient. I was responsible for participating in mandatory overtime during peak seasons.

Childcare Assistant

Southwest Child Care Consortium - Vancouver, WA -

October 2003 to October 2005

During my time at SWCCC I was responsible for meeting the daily care and needs of the children. I was also responsible for keeping daily records on the children, including observations and information on meals given, diapers changes and medications administered. I executed daily housekeeping skills.

EDUCATION

Certification

School Closed - Portland, OR

2013

Northwest Regional Training Center - Vancouver, WA

GED

Clark College - Vancouver, WA

ADDITIONAL INFORMATION

Quickly learns procedures and methods

Extremely Trainable

Friendly- can get along well with others

Innovator

Team Player and Competitive

Committed to assisting others

Works Well Independently

Employee of the month