**Latanya McGee**

**Hayward, CA 94544**

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**(510) 7551336**

Seeking a position that allows me to utilize my organizational and coordination skills in a diverse environment with internal growth potential.

**Work Experience**

**Production Associate**

**Tesla Motors Fremont - Fremont, CA**

**August 2016 to Present**

production assembly line worker

car seats assembly with use of hand & powertools work station trainer- training of new hires

member of the safety committee- making sure all stations and employees are in compliance with safety regulations through 5S.

**Ca - Rework Lead**

**Thyssenkrupp - Fremont, CA**

**January 2015 to August 2016**

Assembly line worker of a large manufacturing plant. Proven strengths include quickly learning new processes, technologies and machinery from automotive assembly line work to production. Approach work and interactions with a positive attitude that supports teamwork and enthusiasm for success, and work enjoyment. Key competencies include the following:

Knowledge of the Tesla MES system

Working knowledge of Microsoft Outlook, Word, and Excel

Strong communication skills and ability to build strong partnerships across various organizations within Tesla

Work independently and keep on task in a fast-paced environment with minimal supervision

Detail orientated, reliable, self-motivated, and quality focused

Team leader - responsibilities include but not limited to allocating manpower and assuring that team goals are met.

Train new-hires on the process of reworking parts that assure cleanliness, organization and safety through 5S.

Responsible for locating parts and placing orders

Responsible for releasing parts after being reworked to the warehouse

Help team rework products from suppliers

Work independently and keep on task in a fast-paced environment without direct Supervision

Education

Diploma

Tennyson High school - Hayward, CA Chabot Community College - Hayward, CA

**Skills**

Assembly Worker, Inspecting, Assembly Line, Warehouse Associate, Shipping, Picker Packer

**SKILLS AND QUALIFICATIONS:**

Computer literacy, (Microsoft programs, 10-key typing skills)