**Resume**

**Otis Smith**   
814 S 34th St   
Milwaukee,Wisconsin 53215   
414-210-6077   
otissmith42@yahoo.com   
  
  
**KEY COMPETENCIES**   
  
\* Great communication skills   
\* Able to work under pressure   
\* Extensive experience in manufacturing industry   
\* Excellent customer service skills   
\* Able to work with diverse age groups   
\* Knowledge of supervisory and management skills   
  
**PROFESSIONAL EXPERIENCE**   
  
**Wrought Washer   
Milwaukee, WI   
Finishing Machine Operator   
October 2016 - February 2018**   
  
\* Added dyes, water, detergents, or chemicals to tanks to dilute or strengthen solutions   
\* Notified supervisors or mechanics of equipment malfunctions   
\* Adjusted equipment controls to maintain specified heat, tension, and speed   
\* Observed display screens, control panels, equipment, and cloth entering or exiting processes to determine if equipment is operating correctly   
\* Recorded production information such as fabric yardage processed, temperature readings, fabric tensions, and machinespeeds   
\* Studied guides, charts, and specification sheets, and conferred with supervisors to determine machine setup requirements   
\* Inspected machinery to determine necessary adjustments and repairs 

**Quad Graphics   
West Allis, WI   
Packer   
August 2014 - October 2016**   
  
\* Placed completed products on Pallet   
\* Operated printing Press in the production cycle   
\* Changed plates on printing presses   
\* Moved completed products to next station for processing   
  
**TSI   
Milwaukee, WI   
Screen Production   
April 2007 - June 2010**   
  
\* Customized Design Screens   
\* Followed required measurements in the design process   
\* Informed supervisor of any problems   
  
**Leath Furniture   
Greenfield, WI   
Sales Consultant   
April 2004 - September 2005**   
  
\* Executed daily operations of communication with customers   
\* Contacted follow-up customers for appointments, and recorded data   
\* Placed special orders or called other stores to find desired items   
\* Helped customers try on or fit merchandise   
\* Sold and arranged for delivery, insurance, financing, or service contracts for merchandise   
  
**ACCOMPLISHMENTS & AWARDS**  
  
\* Volunteer (Student Government), 2015   
  
**EDUCATION & TRAINING**   
  
\* Associate of Science - Electronic Engineer, Electronic Automation, Project Management, MATC, May 2016 

**TOOLS & TECHNOLOGY**   
  
\* Windows, C++, 1/2 Ton Crane, Forklift Certification, Inspection Equipment - micrometer, caliper, pin gauges, radius guages,   
  
**VOLUNTEER WORK**   
  
\* Electorial Commission