DENIS RODRIGUEZ

Production Associate

PROFILE SUMMARY

Flexible and resourceful Machine Operator who has maintained perfect attendance and safety records throughout eight-year career. Experienced in diverse machining operations as well as hand cart and pallet jack use, proficient in HTML, CSS javaScript and Swift Programing.

SKILLS

- Experience as a Machine Operator
- Knowledge of Production Procedures
- Ability to Read Schematics and Manuals
- Analytical Skills
- Attention to Detail
- Teamwork
- Physical Stamina and Strength
- Handle Heavy Equipment
- Work Independently.
- Multitask

CONTACT INFO

Mobile: (760) 285-8532
Email: ventolucci@hotmail.com
Website: www.reallygreatsite.com
Address:69625 Hermosillo rd Cathedral City CA, 92234

WORK HISTORY

Lead Machine Operator
Broadridge Financial Solution., 2010 to 2018

● Prepare and be responsible of all paper work, which includes daily production sheet, meter head postage logs, and move logs.
● Identify work that qualifies smart mail, full rate, presorted.
● Ensure that all work is processed in priority order presort, full rate, smart mail, back orders.
● Communicate any problems with postage, wrong books, wrong supplements day, and wrong weight.
● Ensure all presorted work is completed by mid-shift.
● Set up inserter per job, includes setting double detection, missing detection and always check readers to be sure they are reading properly.
● At end of shift make sure machine is clean and all surplus is returned to the warehouse.
● Deliver all postage logs to Quality Control designated area and all other paper work to supervisor.
● Sort mail by hand depending on code.
● Prepare mail to ship to post office.
● Quality checks.
● Clean and maintain work areas as directed.
● Trained and coached other associates.

ACADEMIC BACKGROUND

Jose Matias Delgado, El Salvador
B.A. Political Science 2007

Rutgers University
Rutgers Coding Bootcamp 2018
Certificate Course in Full Stack Web Development