**Machine Operator Resume Sample 2**

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**A. Summary**

Team-oriented and driven machine operator with twelve years of experience. Takes pride in specializing in high-speed production environments and maintaining professionalism and calm during stressful situations. Skilled in working in a factory environment, operating forklifts, pallet jacks, and hand carts. Looking for employment as a machine operator in a fast-paced factory or warehouse setting.

**B. Working Experience**

**January/2010 - June/2017 - Pine Windows and Doors, Boston, Massachusetts**

**Responsibilities**:

* Checked machines at start-up to make sure they were within operation standards' requirements.
* Shut down machines at the end of the shift.
* Performed lock-out-tag-out during cleaning and maintenance of machines.
* Worked with quality control team to ensure product met company's specifications.
* Worked with a team in order to effectively clean the entire machine weekly.
* Volunteered to work holiday hours in order to meet the production needs of the customer.
* Used RF equipment to take care of product movement requests.
* Was in charge of the entire department when the manager was away.

**Achievements**:

* Wrote training manual for new associates.
* Maintained perfect attendance for the entire time of employment.
* Consistently maintained faster than average cycle time.
* Received a thank you letter from the company president for consistently volunteering to work overtime to meet production needs.

**December/2005 - January/2010 - Hogan Technologies, Houston, Texas**

**Responsibilities:**

* Utilized hand tools along with the machines to assemble doors.
* Cleaned hand tools at the end of the shift.
* Operated drill press.
* Trained new production associates on the operation of machines.
* Operated the forklift.
* Worked long shifts when necessary.
* Was in charge of the weekly maintenance of the tools and machines.

**Achievements**:

* Completed training three months early due to work effectiveness.
* Re-wrote safety manual for two of the machines due to improvements I suggested and implemented.
* Worked as a temporary team leader during holiday shut-downs and weekends.
* Regularly received "exceeds expectations" on performance reviews.

**C. Education and Academic Training**

GED, George Washington High School, Houston, Texas, 2005;  
30 Hour OHSA Training Course, Reyes Technical College, Houston, Texas, 2005;  
Associate of Science, Mechanical Engineering Technology, Reyes Technical College, Houston, Texas, 2006;

**D. Job Related Skill**

* Proven skill in following technical manuals;
* Experience in environments requiring fast cycle times;
* Have performed all aspects of machine operation, including start-up, maintenance and shut down;
* Demonstrated mechanical aptitude;
* Ability to operate a forklift;
* Experience in using precision instruments to measure materials;
* Experience in handling safety equipment;
* Ability to calibrate and re-calibrate machines;

**E. General Skills**

* Excellent communication skills;
* Above average hand-eye coordination;
* Demonstrated ability to focus on details;
* Capable of reading and speaking both English and Spanish;
* Adept at solving mathematical problems and finding analytical solutions;