

Machine Operator Resume Sample 2

Diana Rogers

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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 OSHA 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;