

Fun C. Tional

Street Address
City, ST ZIPCODE
(222) 555-1234
functional@email.com

CAREER SUMMARY

Extensive experience in the manufacturing and production industry spanning a 25-year period, focusing on machine operation, extrusion equipment, automotive assembly, and quality control. Demonstrated knowledge of production codes and regulations. Seeking to fulfill roles within a factory setting where acquired skills, expertise and training can be applied to become an asset to a manufacturing and production organization.

PROFESSIONAL EXPERIENCE

Manufacturing/Production

- Successfully set up and operated various industry standard assembly machines, including an extrusion machine as well as molding machines and drill presses, thereby enabling efficient production of automotive parts;
- Utilized water cooling system to complete extrusion processes;
- Handled measuring tools including tape measures and calipers; used air tools, power tools and other devices;
- Assembled metal parts according to samples and guidelines outlined by company and vendors;
- Performed quality control on all finished parts and accessories exiting assembly line, ensuring against defects;
- Adhered to health and safety protocols by wearing protective devices for feet and eyes; and
- Complied with all manufacturing standards to meet daily quota.

Janitorial/Housekeeping

- Cleaned and maintained rooms, floors and windows according to instructions provided by supervisor;
 - Proficiently handled and utilized buffers, brooms and mops as well as general cleaning fluids and agents; completed assigned tasks satisfactorily;
 - Maintained the cleanliness and sanitation of facility carpets using appropriate equipment and tools; and
 - Developed sanitation system and procedures—thus, reducing cleaning time by 45%.
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EMPLOYMENT HISTORY

Assembly	Company	City, ST	09/2002 -- present
Janitor/Housekeeping	Company	City, ST	04/1994 -- 08/2002
Extrusionist	Company	City, ST	12/1992 -- 03/1994

EDUCATION

College of Your Graduation, City, ST

- Completed 2 years of a Degree Type in Program of Study, 1993

Your High School, City, ST

- High School Diploma, 1988