

Resume 1045

OBJECTIVE:

Motivated and reliable worker seeking a role in production or industrial operations where I can contribute strong mechanical aptitude, attention to detail, and a proven commitment to safety and productivity.

SUMMARY OF QUALIFICATIONS:

- Experienced machine operator and production associate with strong mechanical aptitude
- Skilled in operating manufacturing equipment, forklifts, pallet jacks, and material-handling tools
- Adept at reading blueprints, following detailed production instructions, and meeting quality standards
- Reliable team member with a proven track record in manufacturing, maintenance, and warehouse operations
- Strong computer entry skills for machine setup, tracking, and workflow documentation
- Safety-focused with experience in industrial cleaning, equipment maintenance, and leak-testing procedures
- Able to manage fast-paced work environments, heavy physical workloads, and strict deadlines

PROFESSIONAL EXPERIENCE:

09/2024 – 10/2024 ***Machine Operator***

Matrix Imaging Solutions, Niagara Falls, NY

- Operated multiple high-speed mailing and document-insertion machines
- Input job instructions and data into computer systems to configure machine runs
- Used pallet jacks to move materials and completed staging for daily production
- Monitored equipment for accuracy, adjusted settings, and ensured quality control
- Sorted finished mail into designated baskets and prepared outgoing batches for shipment
- Maintained clean, organized work areas and followed all safety procedures

08/2020 – 09/2024 ***Production Associate***

Boyd Corporation, Niagara Falls, NY

- Leak-tested heat exchanger radiators to verify product quality and performance
- Assembled and flushed radiators using detailed processes and shop instructions
- Read and interpreted blueprints to ensure proper assembly and measurement accuracy
- Operated degreaser machines, forklifts, and pallet jacks to support production workflow
- Loaded and unloaded shipments and ensured components were stored using correct procedures
- Collaborated with team members to meet production goals and maintain safety standards

06/2017 – 03/2020 ***Maintenance / Stock Associate***

Duty Free, Niagara Falls, NY

- Cleaned restrooms, swept and mopped floors, and maintained store appearance
- Stocked shelves, rotated inventory, and conducted regular product counts
- Operated forklifts to move merchandise and assist in loading and unloading deliveries
- Supported customer service and store operations by keeping areas supplied and organized
- Followed safety guidelines and contributed to a clean, efficient retail environment

06/2015 – 05/2017 ***Rear Packer / General Labor***

Modern Disposal, Model City, NY

- Collected garbage and recycling on assigned routes while following safety protocols
- Operated rear packer equipment to compact waste materials
- Assisted drivers during pickups and ensured items were sorted and handled properly
- Performed physically demanding work in varying weather conditions
- Contributed to timely route completion and high-quality municipal service

EDUCATION:

Associate Degree – Business Management (In Process)

Post University, Online

Drywall, Carpentry, Painting

Vocational Training, Malone, NY

High School Equivalent

O/N BOCES, Niagara Falls, NY