

ROBERT SMITH

Assembly Lead I

info@qwikresume.com | <https://Qwikresume.com>

A manufacturing engineer with 16 years' experience in manufacturing and the ability to work in different product lines. Worked with engineering to create and maintain new and current procedures and drawings. Strength in versatility to adapt to change when required for the job and interface with engineering to provide method improvements.

1986 - 1994

ASSEMBLY LEAD I - ABC CORPORATION

- Managed a workgroup of 37 assemblers.
- Responsible for all training, work assignments, tracking attendance, recommending disciplinary action and annual reviews.
- Worked directly with Engineering on a new product.
- Kept Managers informed of daily quota required.
- Gathered counts several times a day to ensure we were on schedule and determined where assemblers were required for the quota to be met.
- Increased production from 400 units per day to over 700 units per day, through increased productivity and the addition of temporary staff.
- Facilitated the transfer of manufacturing to the Mexico facility by traveling to Mexico several times and training employees.

2001 - 2004

ASSEMBLY LEAD - DELTA CORPORATION

- Completed paperwork for orders, instructed employees on the assembly of electrodes and other medical devices.
- Properly instructed people on how do make medical devices that are inspected by the fda.
- Skills Used Used math skills in the measurements of product and paperwork filling out orders.
- Also used leadership skills instructing co workers how to assemble products.
- Working lead overseeing multiple employees in the assembly of seeding and tillage equipment.
- Quality control.
- Assembly duties plus keeping stock and ordering supplies needed, overseeing other assembly employees (1-3 at a time) and prioritizing work.

EDUCATION

Graphic Design & Advertising - 1991(Universidad Del Valle)



SKILLS

Production Support, Problem Solving, Forklift, Inventory Management.