

Robert Smith

Assembly Line Supervisor

PERSONAL STATEMENT

A hard-working individual with over 5 years of building experience including experience in a manufacturing supervisory capacity. a quick learner and am the only employee to have earned over 5 raises in less than 4 years while working at Apex Marine.

WORK EXPERIENCE

Assembly Line Supervisor **ABC Corporation - 1995 - 2000**

Responsibilities:

- Read and analyzed charts, work orders, production schedules, and other records and reports to determine production requirements and to evaluate current production estimates and outputs.
- Inspected materials, products, or equipment to detect defects or malfunctions.
- Interpreted specifications, blueprints, job orders, and company policies and procedures for workers.
- Conferred with management or subordinates to resolve production/employee issues, complaints, or grievances.
- Conducted employee training in equipment operation, work, and safety procedures.
- Requested materials, supplies, equipment parts, or repair services.
- Set up and adjusted machines and equipment.

Assembly Line Supervisor **Delta Corporation - 1981 - 1983**

Responsibilities:

- Role supervise 11 people, paint dip tank, inventory of paint, lights, wood, safety topic each morning, daily attendance record.
- Maintained a productive track light assembly line.
- Created displays for several stores.
- Operated forklift.
- Fairhope Alabama Division, Bell UH-1Y Helicopter Duties included Maintain communications within the area of responsibility, informing management.
- Performance Evaluations, Maintain Daily Performance Charts, Perform Daily Internal audits for Quality Assurance of Tools and FOD control, Maintain.
- Accountable for management of day to day operations of personnel, training, inspections, supply replenishment, and etc.

Education

GED

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Forklift Operator,
Shipping & Receiving,
Administrative.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)