



# ALEXANDER SCOTT

Collateral Duty Inspector

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## PROFESSIONAL SUMMARY

A highly skilled Collateral Duty Inspector with 10 years of extensive experience in aircraft maintenance and safety oversight. Proficient in conducting comprehensive inspections, ensuring compliance with regulatory standards, and enhancing operational efficiency. Committed to fostering a culture of safety and continuous improvement to optimize maintenance processes and team performance.

## WORK EXPERIENCE

**Collateral Duty Inspector** 📅 Apr / 2018-Ongoing  
**WidgetWorks Inc.** 📍 Denver, CO

1. Train and mentor junior inspectors on inspection protocols and best practices.
2. Review maintenance records to verify compliance with regulatory standards.
3. Identify potential safety hazards and recommend corrective actions.
4. Participate in safety audits and inspections to enhance operational safety.
5. Maintain up-to-date knowledge of industry regulations and inspection techniques.
6. Assist in developing inspection checklists and procedures for various aircraft types.
7. Evaluate the effectiveness of maintenance practices through inspections.

**Collateral Duty Inspector** 📅 Apr / 2015-Apr / 2018  
**Lakeside Apparel Co** 📍 Chicago, IL

1. Progressed from a worker to a supervisor in Aviation Ordnance evolutions after 2 years, supervising up to 15 personnel to ensure effective flight operations.
2. Responsible for inspecting and approving the quality of work center maintenance repairs, ensuring adherence to all applicable standards and regulations.
3. Implemented quality control measures to prevent product defects, enhancing overall safety and operational integrity.
4. Prepared status reports for production control meetings twice daily, ensuring transparency and goal alignment across teams.
5. Verified all final in-process inspections on 14 aircraft, ensuring readiness for flight operations.
6. Ensured all aircraft were safe for flight operations and free of all foreign debris that could compromise safety.

## EDUCATION

**Bachelor of Science in Aviation Maintenance** 📅 Apr / 2012 - Apr / 2015  
**Embry-Riddle Aeronautical University** 📍 Santa Monica, CA  
Focused on aviation maintenance management and safety protocols.

## SKILLS

Aircraft Maintenance Management  
Regulatory Knowledge  
Quality Assurance  
Performance Metrics  
Workflow Optimization  
Compliance Audits

## INTERESTS

🤿 Scuba Diving    🎮 E-sports  
📖 Reading Fiction    🧩 Puzzle Solving

## STRENGTHS

👮 Stewardship    🤝 Teamwork  
🔗 Tenacity    🔭 Vision

## LANGUAGES

🗣 English    🗣 Swahili    🗣 Mandarin

## ACHIEVEMENTS

- 🌟 Conducted over 500 successful inspections, ensuring zero safety violations and enhancing compliance with aviation regulations.
- 🌟 Implemented a new inspection tracking system that improved workflow efficiency by 25%.