

# Robert Smith

## *Inkjet Operator*

### PERSONAL STATEMENT

To obtain an Inkjet Operator position within your company and contribute to the success of the business. Businesses Administration, Alfred State College of Technology 75% Pursuing.

### WORK EXPERIENCE

#### *Inkjet Operator*

**ABC Corporation - September 2015 - June 2016**

##### *Responsibilities:*

- Operated an Inkjet machine.
- Directed guest and routed delivery drives to the proper person.
- Adhered to all safety protocols and safe work practices to reduce the likelihood of injury.
- Routinely monitored the feed and speed of machines during the machining process.
- Handled shipping to vendors through UPS, FedEx and the USPS.
- Handled sorting bulk mail to the proper destinations.
- Routed, staged, and documented of product moved from machine.

#### *Inkjet Operator*

**Delta Corporation - 2014 - 2015**

##### *Responsibilities:*

- Lettershop environment with some CNC work.
- Lazer printing, cutting, folding, bindery, tabbing, wafer sealing, forklifting, warehousing, bundling and shipping.
- fed pockets, down piled, paperwork Quad Graphics Sussex, WI Finishing department.
- Supervised Crew, stacked pallets Fed pockets,.
- Filled ink cartridges, packed products, trained new employees and responsible for flow of the line and productivity standards.
- Quality control, troubleshooting, pocket feeding, down piling, mail sorting, operate manual and automatic overhead cranes, cover feeding, Inkjet .
- Setup high speed inline print jobs for VideoJet print units.

### Education

MS

### CONTACT DETAILS

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@qwikresume.com  
[www.qwikresume.com](http://www.qwikresume.com)

### SKILLS

Documentation Skills,  
Operating Skills.

### LANGUAGES

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

### INTERESTS

Climbing  
Snowboarding  
Cooking  
Reading

### REFERENCES

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