Robert Smith

Job Trainer

CONTACT DETAILS

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

PERSONAL STATEMENT

As a Job Trainer, responsible for Assisting with the development, implementation, and updating of required written safety and health programs and plans, and also Ensuring monthly safety and other compliance training and all other required training is provided for all employees.

WORK EXPERIENCE

Job Trainer

ABC Corporation - 2012 – 2014

Responsibilities:

- Trained and managed up to 60 clients to achieve significant improvements in their productivity.
- Instructed clients with barriers to employment in areas such as personal-social skills and work-related attitudes and behaviors.
- Recommended measures to improve production methods and quality of product in accordance with Quality Management Systems.
- Recommended and initiated personnel actions, such as promotions, transfers, discharges and disciplinary measures.
- Maintained time and production records in accordance with the Fair Labor Standards Law in the Wage and Hour Division of the US Department of Labor.
- Checked individuals work and ensuring that it passes quality assurance standards set by our customers.
- Kept work stations stocked with materials needed to complete the job and keeping count of the individuals work for the day.

Job Trainer

Delta Corporation - 2001 – 2005

Responsibilities:

- Supervisor Zandra Boutwell, phone 601-749-4848 Job duties Supervise mentally disabled adults on their job, assist client with performing their job .
- campus closed) Supervisor Winston Armond Job duties Supervised on the job training of developmentally disabled young men ages 16 to 21, handled .
- Assist disability consumers to achieve and maintain self-reliance and provide care for disability consumers.
- Assisted with medical records, scheduled doctor appointments for clients and accommodated disability consumers to complete job functions.
- Worked with handicapped children in a workshop environment to mainstream individuals to a community setting.
- Evaluated, trained and assisted clients with disabilities at their place of employment Job locations varied from restaurants, hotels, offices and .
- Job training Clean up, go backs, and stocking.

SKILLS

Operating Skills,
Communication Skills.

LANGUAGES

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

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference – 1 (Company Name)
Reference – 2 (Company Name)

© This **Free Resume Template** is the copyright of Qwikresume.com. **Usage Guidelines**

Education

G.E.D

© This **Free Resume Template** is the copyright of Qwikresume.com. **Usage Guidelines**