ROBERT SMITH

Materials Technician

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As a Materials Technician, responsible for performing sterilization and disinfecting process. Knows the various indicators for pasteurization and liquid chemical disinfecting. Experience in Understanding the flow of contaminated equipment through the decontamination process.

EXPERIENCE

Materials Technician

ABC Corporation - APRIL 2012 – MAY 2013

- Responsible for participation in annual inventory, processing departmental orders.
- Responsible for the development of a par level ordering template for three departments.
- Responsible for all Disaster, Latex Free, and Urology carts.
- Tested concrete, soil, and other materials.
- Ability to operate necessary pallet jack or other supply transport equipment.
- Counted and inspected items for accuracy and damage.
- Released, stocked issue, picked, and packed requisitions.

Materials Technician

Delta Corporation - 2015 – 2017

- Trained to stock the departments according to a required par level, and order all needed.
- Responsible for entering patient equipment charges and inventory on a daily basis.
- Have been trained in the medical records department on a per diem basis.
- Have learned the basics as in, weekly scanning of the charts, answering a multi-line telephone, and promptly getting the physicians signatures on.
- Worked with superintendents and construction workers.
- Worked in a professional environment.
- Trusted to work alone, without supervision for the entirety of my shift Work is time-sensitive.

EDUCATION

- GED - 1996(Patrick Henry High School - Ashland, VA)

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SKILLS

Microsoft Office, Coordination, Organizational Skills.