

ROBERT SMITH

Production Associate I

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SUMMARY

2 years of experience as a Production Associate. I am seeking a position where I can meet the challenges of a demanding work environment. I am reliable, motivated, organized and a proficient at multi-tasking.

SKILLS

Bilingual, Fork-Lift-Operator, Computer, Protective Service Training, Leadership Development Training, and First-Aid/CPR Training.

WORK EXPERIENCE

Production Associate I

ABC Corporation - September 2015 – July 2016

- Physical work including but not limited to pushing, pulling, gripping, twisting, reaching, etc.
- Ability to follow a required specific sequence of steps in a process repetitively for an extended period of time.
- Demonstrated ability to perform standardized work process and defined work instructions.
- Excellent written and verbal communication skills and people skills, comfortable presenting ideas and issues to peer groups and leaders.
- Escalates functional and process failures to the appropriate support groups and leaders.
- Wearing personal protective equipment safety glasses, vests, shoes, hard hats.
- Kept a log and tracked products to ensure they were packed in the correct lot.

Hub Operations Operator

ABC Corporation - April 2014 – August 2015

- Unloading trucks and sorting bins and/or parcels.
- Work with all players in the system including hub ops leads, transportation, couriers and all hub operators.
- Directly responsible to fix issues in hubs immediately - exceptionally hands-on and responsive.
- Developed tools and processes to drive Sales and Marketing margin improvements with financial pricing and product profitability analysis.
- Supervised and established internal controls related to Accounts Payable and Account Receivable
- Developed and analyzed statistical and financial information in order to appraise operating results by product and package in terms of profitability, performance against budget/forecast.
- Built an effective and efficient accounting team from startup.

SCHOLASTICS

- Diploma- 2013(West Valley College - Saratoga, CA)