

# Robert Smith

## *Sewing Machine Operator*

### **CONTACT DETAILS**

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### **PERSONAL STATEMENT**

Acquiring a position in an organization that promotes team effort, where personal experience and background can be utilized. To hold a position of responsibility in Industry with a view to enhance personal as well as technical skills and contribute the best the development of an organization and seeking a position to utilize the skills and abilities in the industry that offers professional growth while being resourceful, innovative and flexible.

### **SKILLS**

Molding Machine  
Operator, Sewing  
Machine Operator,  
Picking, Packing

### **WORK EXPERIENCE**

#### ***Sewing Machine Operator*** **ABC Corporation - February 1997 - May 1998**

##### *Responsibilities:*

- Take the measurement of materials for production accuracy.
- Fix accessories such as buttons, zippers, etc on finished products.
- Clean sewing machines continuously to avoid them getting rusty or bad.
- Inspect equipment, structures, and production materials to identify the reason for errors in production and other defects that may arise.
- Promote personal hygiene by keeping the production environment clean.
- Understand and follow safety rules, directions, and company procedures.
- Place an order for production materials when in shortage.

### **LANGUAGES**

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

#### ***Sewing Machine Operator*** **ABC Corporation - 1995 - 1997**

##### *Responsibilities:*

- I had to meet a goal each day but I would sew the crotch in medical underwear.
- Had to know how much to put through the machine and inspect it afterwards to make sure it was not too big or small.
- If my machine messed up, I would have to quickly fix it.
- Also rolled and unrolled elastic while I was there.
- It was my first time sewing and also using a machine.
- It was the first job I also had that was production so when I would get over production, I was proud of myself and would try to go even faster the next day.
- Skills Used I had to be fast with my hands and know what to look for in case my machine was not running right, if I was sewing too much or too little, and if something was wrong with the material.

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

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

### **Education**

Certificate in Medical Office Assistant - (Amherst Career Center - Greenwood, MS)