

YOUR NAME

YOUR ADDRESS

CITY, STATE, ZIP

Your email address

Your phone # including area code

TEAM PLAYER

Excellent Interpersonal Skills | Hard Work Ethic

Collaborative problem solver, commitment to working as a team player to achieve team goals. Excellent record for meeting expectations and deadlines. Enthusiastic, easy going, and hardworking. Quick learner. Good with machinery and equipment. Excellent communication and other interpersonal skills. Knowledgeable and committed to industry safety standards, committed to superior customer service.

Expertise in: **Customer Service and Team Collaborations**

WORK EXPERIENCE

Name of Current Employer

2013 – Present

Line Leader

Management of production line with 15 to 20 line workers. Providing support for team members. Maintaining adequate inventory to complete line work and meet deadlines. Demonstrated commitment to safety and maintained positive working environment.

- Competitive with other shifts.
- Modifying and presenting improved techniques for processing line.
- Excellent personal safety record, increasing production.
- Leading team to achieve zero safety violations on production line.
- Optimized production through strong teamwork and participative management, enabling project teams to reach daily and weekly goals and deadlines.
- Reducing production cost using analytical studies, strategic planning, and teamwork, achieving customer satisfaction.

ADDITIONAL RELEVANT EXPERIENCE

During and subsequent to current employment, acquired extensive experience working on a cattle farm. Hay production, cattle production, sales (hay and cattle), and customer service. Qualified Apprentice Welder with welding jobs throughout Madison County, including extensive for the City of Madison. **Internship** with Madison County Supervisor of Elections during the 2012 election process. Owned and operated private auto detailing company since 2012.

EDUCATION

General High School Diploma -- Suwannee River Ridge Technical High School, Live Oak, Florida 32060

TECHNICAL SKILLS

Proficiency with Android Smart Phone, use of Internet and social media, various industry machinery, welding equipment/supplies, and interpreting technical information using manuals.

PROFESSIONAL DEVELOPMENT / CERTIFICATIONS / AWARDS

- Active at Pineland Missionary Baptist Church
- CPR and First Aid Training
- Completed Employability Skills – Certificate
- All-State Football Player of the Year – Madison County High School Cowboys - 2012
- Captain of the first team to play in the Florida/Georgia All-Star Game - 2012
- Captain of the Team for State Runner Up for Florida High School Athletic Association (FHSAA) – 2012

COMMUNITY AFFILIATIONS & MEMBERSHIPS

Provide on-going support for the music ministry at Pineland Missionary Baptist Church. Supporting local high school coaches as need. Peer recruiter for Suwannee River Ridge Technical High School. Member of Madison County Library.

REFERENCES

Cheryl Mae Brinson, Principal of Suwannee River Ridge Technical High School

386-362-8654