

KEY SKILLS

- Manual Machinist & CNC Operator
- Professionally trained in a wide variety of machine tools (mill, lathe, CNC, drill press, grinder) and hand tools
- Skilled in AutoCAD Inventor Professional, Surf Cam, Esprit, Microsoft Word and Excel
- Demonstrates consistent attention to detail
- Work well under pressure and time constraints
- Apprentice Welder
- Experience training others
- Efficient, quick learner, and prompt
- Works well both independently and in teams



EDUCATION

Laney Community College

- Industrial Maintenance Technician Certificate (2012)
 - Courses in machining, welding, blueprint reading, technical math, and electricity.
- Machine Technology, A.S. Degree (expected 2013)
 - Additional courses in machining, welding, Solidworks, CNC, and general education.
- OSHA Certified



Robert E. Burton Vocational Machine Shop, 2009

- CNC Operator and Programmer training

Oakland Tech High School? 19xx

- High School Diploma
- (*did you attend one of the academies?*) (*did you play sports or any other activities?*)



EXPERIENCE

Volunteers of America

2011

Landscaper

Lot detailing, trimming trees and brush in various parks, logging, general gardening and other various related activities

Project Choice

2010-2011

Co-Facilitator

Facilitated the creation, presentation, and dissemination of self-help curriculum related to personal growth, money management, violence management, and healthy relationships

Robert E. Burton Vocational Machine Shop

2009

Machinist-CNC Operator

Operated manual milling machines, lathes and related machines and machine attachments; maintained and repaired manual lathes and mills; prepared and interpreted blueprints (specs) for machine parts; designed CAD/CAM programs; edited, read, wrote and programmed CNC lathes and mills; taught workers basic machine shop safety and manual lathe turning procedures and milling operations.

Labor Ready

2008

Laborer

Operated, maintained and repaired heavy-duty power tools (including steel saws, horizontal saws, and jackhammers); earned certification in handling hazardous materials; taught and directed co-workers in safety standards and work place protocols

Smyrna Temporary Agency

2006

Warehousing

Unloaded trucks sorted materials and supplies, data entry for shipping and receiving

REFERENCE

- Project Choice, Case Manager – xxxxx
-
- Others available upon request

Objective

To obtain a position as a machinist that will showcase my skills and allow me to learn

Experience

Cinemark Theaters, Hayward , CA 09/2008 – 11/2009

Customer Service Representative

- Sell and collect admission tickets and passes from patrons at entertainment events.
- Motivated co-worker to work harder with clean up at night.
- Provide assistance for patrons with special needs.

Bell Transit, Hayward , CA 02/2007 – 08/2008

Driver

- Communicate with dispatchers by radio to exchange information.
- Provide passengers with assistance entering and exiting vehicles.
- Record name, date, and taxi identification information on trip sheets, along with trip information such as time and place of pickup and drop-off, and total fee.

Restoration Hardware Hayward , CA 02/2006 - 02/2007

Warehouse Attendant

- Receive and count stock items, and record data manually and using computer.
- Verify inventory computations by comparing them to physical counts of stock, and investigate discrepancies or adjust errors.
- Developed ways of communicating what need to be done with my co-workers who couldn't speak English.

COURSEWORK

*HIPAA Certified Machining Vertical Milling Lathe Drill Press Band Saw
Medisoft Program Billing/Coding Customer Services Computer Skills
Excel/Power Point Access/Word Assembly drawings Spreadsheets Data Entry
Inventory Shipping/Receiving Ten-Key Touch Clerical Typing 35-40wpm
Faxing/Filing Blue Print Reading Welding Oaw/Gmaw OSHA*

EDUCATION

2009-2009 Everest College, Hayward, Ca

2011-2012 Laney College, Oakland, Ca

Objective

To obtain a summer internship or full-time position in Industrial Maintenance to further skills regarding machining, welding, and valve/pump maintenance.

Skills

- Safety and operation of lathe, vertical mill and tool grinding
- Machining of parts from drawings accurate to a tolerance of .001”
- Exceptional math skills
- 3 years experience as a carpenter’s apprentice using hand and power tools (impact driver, grinder, reciprocating saw, etc.)
- Creating parts, drawings, and assemblies using SolidWorks (CAD)
- Familiarity with welding (Oxy, GMAW, SMAW, GTAW, and OFC & Plasma)
- OSHA 30-Hour Construction Card
- Introduction to hydraulics and pneumatics

Education

Laney College (Oakland, CA)

GPA: 4.0

- Industrial Maintenance Technician Certificate (May 2012)
- Machine Technology AS (expected May 2013)

Employment

Carpenter Apprentice

2007 - 2010

Larsen Builders (Alameda, CA)

- High-end home remodeling
- Framing, drywall, finish carpentry, earthquake retrofit and jobsite security

Fabricator/Assembler

2004 - 2006

Rainier Industries (Tukwila, WA)

- Yacht window fabricator
- Manufacturing of polycarbonate and acrylic windows from custom patterns

Education	<p>May 2012 Laney College Oakland, CA. A.S. Machine Technology Interpreted machining prints using GD and T standards. Modeled over 20 3D drawings using SolidWorks 2011. Obtained 30 hour OSHA card. Safely set-up, operated and tore down SMAW, GMAW, and Oxy-Acetylene welding apparatus Demonstrated basic understanding of Hydraulics and Pneumatics CSWA(Certified Solidworks Associate) Safely set-up and operated engine lathes and vertical mills.</p> <p>June 2004 California State University, Hayward Hayward, CA. B.A., Mass Communications with concentration in Journalism</p>
Experience	<p>2010- 2011 The Desert Mountain Club (Renegade Course) Scottsdale, AZ. Customer Care Agent</p> <p>Became an ambassador of The Desert Mountain Club brand. Provided superior customer care to both members and guests. Was responsible for the set-up, maintaining, and restocking of the cart staging area and extensive practice facility. Remained in constant contact with all other departments on the mountain to ensure a seamless work day. Used independent decision making to resolve challenges as they presented themselves. Took a personal investment in establishing personal relationships with the membership and play golf with them in our down time.</p> <p>2009- 2010 The Range @ CrackerJax Sports Park Scottsdale, AZ. Golf Professional (Instructor)</p> <p>First stint as a Teaching Professional. Endorsed personally by the Director of Golf, Mr. Ben Sauls. Shared my own experience as a current aspiring PGA TOUR winner to help solidify proper mental process and swing mechanics with clients.</p> <p>2008- 2009 Stone Creek Golf Club Phoenix, AZ. Customer Care Agent</p> <p>Acted as first point of contact with our members and guests. Ensured a memorable golfing experience to ALL patrons regardless of skill level by providing them with answers to potential questions <u>before</u> they are asked. Used wireless devices to stay in contact with the Golf Shop to maintain full inventory. Worked independently to close the business day being accountable for all tools and equipment.</p> <p>2005- 2007 Pointe South Mountain Resort Phoenix, AZ. Tennis Facilities Coordinator</p> <p>Managed day-to-day maintenance of the tennis facilities and surrounding areas for the AAA- 4 diamond resort. Worked directly with head pro to ensure quality amenities for members and guests. Used independent decision making to prevent minor challenges as they arise.</p>

OBJECTIVE: To obtain a position as an Industrial Maintenance Technician and exceed the expectations of my supervisors by using my training and hard work ethics to help achieve the goals, tasks, and job responsibilities assigned to the position.

KEY SKILLS:

- **Precision Machining:** Safely operated and set-up all basic machine tools including lathe, mill, drill press and surface grinder to manufacture parts to tolerances of +/- .001.
- **Project Planning:** Developed machining plans for multiple parts that included all tools used, speed and feed calculations, and fits and finishes.
- **Hydraulic and Pneumatic Systems:** Basic understanding of hydraulic and pneumatic systems including safety, schematics, and operation of components such as check valves, directional valves, sequencing valves, flow control valves, and small pumps and compressors.
- **Electrical Systems:** Basic knowledge of DC, AC single phase, and three-phase circuits. Trouble shoot start/stop circuits, control relays, and limit switches using various meters and test equipment. Ran single-phase and three-phase wiring through conduit including determining bend angles.
- **30-Hour OSHA Safety Certificate:** Covered electrical lock-out/tag-out safety procedures, fall protection, confined spaces, control and disposal of hazardous materials, and fire safety.
- **Welding Knowledge:** Safely operate and set-up welding processes including MIG, Stick, Oxy-Acetylene, brazing and soldering.
- **Teamwork:** Received Laney College 2012 Service Scholarship for teamwork, assisting fellow students, forming study groups, and overall leadership in the industrial maintenance learning cohort.

EDUCATION:

- Laney College, **Industrial Maintenance Technology Certificate** (May 2012) Oakland, California
- *Current GPA (4.0 / 4.0)*
- American Business College, **HVAC Certificate** (2011) Fremont, California
- Mt. Eden High School, Diploma Hayward, California

WORK EXPERIENCE:

- **New United Motors Manufacturing (NUMMI)**
Assembler, Inspector, and Safety Coordinator *Fremont, California: 2001 - 2010*
Responsible for assembly, inspection, and safety coordination of doors, fenders, hoods and side members on Toyota and GM cars and trucks. Duties included inspection of such components as fuel tanks for leaks and defects using pressurized water, and monitoring of various work stations to ensure that safety procedures were being met. Provided reports on safety issues that required correction. Trained in the Toyota Production System (TPS), Kaizen (continuous improvement) process, production control processes and Haz-Mat regulations. Applied this training on a daily basis.
- **Intek Incorporated**
Customer Service *Livermore, California: 1998 - 2001*
Managed heavy volume of incoming calls for all aspects of pager sales, activations, and customer service. Averaged 12 calls per hour handling billing issues, and also explained ledgers.

References Furnished Upon Request