

SAMPLE - Chronological Resume

First Name Last Name

905 Assembly Street, Anytown, MN 55350

123-456-7890

FirstNameLastName@email.com

www.linkedin.com/mn/FirstNameLastName

OBJECTIVE

Production Technician with Anytown Precision Manufacturing Company in Anytown, Minnesota.

SKILLS SUMMARY

Manufacturing Production

Kaizen, Lean, 5S
Shop Floor Control
Materials Flow

Read and Interpret

Blueprints
Schematics
Process Control Charts

Computer

Microsoft Office – Word, Excel, Outlook
CAD output
MRP

WORK EXPERIENCE

Technology, Inc., Anytown, Minnesota

2011 – Present

Assembly Process Specialist

- Reduced downtime by 30% after analysis of normal and abnormal conditional trends using SPC and problem solving techniques
- Applied Kaizen principles to streamline input communication process with maintenance and engineering
- Implemented a troubleshooting process to identify, document and understand equipment problems
- Recommended more efficient method to verify specifications of process with engineering department

Custom Production, Inc., Somewhere, Minnesota

2007 – 2011

Production Operator

- Operated machines that produced foam and rubber products and prototype molds
- Decreased rejections by 30% after improving the die cleaning process
- Received numerous awards for completing work orders before deadline to guarantee on time delivery
- Used blueprint reading and interpretation skills to determine customer specifications and ensure quality

Assembly Manufacturing Company, Lakes, Minnesota

2003 – 2007

Mechanical Assembler

- Assembled drive gear components using hand and semiautomatic hand tools
- Operated machines that stamped and fabricated parts that met blueprint and customer specifications
- Maintained a perfect safety record by following all safety policies and procedures

EDUCATION

Anytown High School, Anytown, MN, High School Diploma

AWARDS, CERTIFICATIONS & ADDITIONAL TRAINING

National Career Readiness Certificate, (NCRC) Silver #G12TJDGHHI	2014
Forklift Operation Certification, 30 hour course, OSHA	2011