

# Mark Stolzenburg

700 S. Chestnut, McPherson, Kansas, 67460

620-241-6811

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## Objective

To obtain full time employment with the opportunity of advancement.

## Summary

Highly qualified, skilled and result oriented professional with more than 10 years of experience in the quality assurance, quality control and in the quality improvement; with excellent administration knowledge, excellent managerial skills, excellent communication skills and excellent presentation and organization skills.

## Experience

### **Shipping/Receiving and Quality Control Manager, Precision Industries**

McPherson, KS 2007- Present

Controlling the workflow of jobs coming in and out of the shop. Maintaining the highest standard of final products. Ensuring customer product satisfaction.

#### *Responsibilities*

- Reading and writing shipping invoices
- Product Inspection to provide quality assurance
- Driving Forklift, loading product on and off trucks
- Reading schematics and check measurements
- Experience Training new employees
- Advising managerial questions

### **Tire Lube Express Manager, Wal-Mart**

McPherson, KS 2005-2006

### **Tire Lube Express Manager/Department Manager, Wal-Mart**

Pratt, KS 2004-2005

In charge of the day to day activities and organization in the Tire Lube department. Responsible for scheduling employees for working, training staff, managing product stock, and overall efficiency of the department.

#### *Responsibilities*

- Composing sales, scheduling and inventory reports
- Personally trained every new employee
- Hands on education given to all employees
- Responsible for department budgets

## Education

### **Cloud County Community College - Mechanical Engineering**

1995-1997, 2003 (no degree)

## Skills

- Ability to Read Blueprints and Schematics
- Operating Forklift
- Problem Solving
- Computer Basics: Spreadsheet, Word Processor, Email
- Scheduling, and Managing Employees
- Strong written and verbal communication skills
- Experience with mechanical, electrical, plumbing and HVAC

## References

Rob Mintzer (620) 480-1269

Kevin Johnson (620) 241-5472

Andy Groening (620) 960-5157