

Farhan Meah
1152 Brighton Place
Glen Ellyn, IL 60137
(630) 745-1152
Fmeah16@yahoo.com

OBJECTIVE

To obtain a challenging and rewarding position as a CNC Operator/ Setup Machinist within a company where there is opportunity and potential to advance and grow.

EDUCATION

Symbol Job Training, Inc., Skokie, IL **2014**

Hands-On Training: CNC 203: CNC Programming, Setup and Operation

- CNC Certificate of Achievement
- Programming, Setup & Operation of CNC lathe and mills
- CNC Lathe: Doosan Lynx 220 LM with Fanuc Oi-TC Controls
- Worked on CNC Mill: Doosan DNM400a and CNC Lathe: Doosan Lynx 220 LM with Fanuc Oi-TC Controls
- Setup, Operate and troubleshoot various production problems on CNC machines
- Conduct tool change activities and operational sequences
- Write specific programs for CNC machines
- Calculate speeds and feeds for the machining process
- Manufacture parts per print
- Explain functions of the machine tool and its position movements
- Extensive amount of hours working on the machines

Symbol Training Institute, Addison, IL **2014**

National Institute of Metalworking Skills (NIMS) Credentials

- Measurement, Safety & Material
- CNC Mill Operator Level I & CNC Lathe Operator Level I

University of Illinois at Chicago

Bachelor of Science in Finance

PROFESSIONAL EXPERIENCE

Intuitive IT Solutions, Oakbrook Terrace, IL **2010-2013**

Bookkeeper

- Reported company financials directly to the President/CEO
- Prepared weekly reports, budgets, bi-weekly payroll, monthly account reconciliations, and sales taxes
- Documented and implemented accounting system process flow
- Posted general ledger accounts and performed cash flow analysis
- Accurately processed all accounts receivable and payables in a timely manner
- Performed monthly variance analysis of actual results vs. budget and prior year

HJ Malik & Associates, Oakbrook Terrace, IL **2009-2010**

Bookkeeper

- Responsible for maintaining proper records of bookkeeping and accounting for clients
- Coordinated billing for external vendors and service providers
- Managed payroll services for 11 clients with approximately 300 employees
- Created monthly budget for marketing, advertising, payroll and ensured budget maintenance by proactively contacting clients
- Generated balance sheets, profit & loss statements and bank reconciliations for clients
- Performed timely accounts payable and accounts receivable services
- Prepared monthly sales tax for clients and administered online banking

JP Morgan Chase Bank, Lombard, IL **2007-2010**

Bank Teller

- Executed daily banking operations for clients with accounts up to \$500,000
- Provided /consulted customers with reference to products and services offered through the bank
- Marketed various financial instruments including bonds and foreign currency to clients

SKILLS

- Ability to accurately measure and read micrometers
- Mechanically inclined
- QuickBooks / MS Power Point
- Safety and Administration
- Attention to detail
- Good QA skills
- Excellent problem-solving skills
- Physically fit