

**Onetia S. Drammeh**  
**2105 Summerfield Road**  
**Selma, AL 36701**  
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**onetiadrammeh@yahoo.com**

**OBJECTIVE**

**To obtain employment that will utilize my skills and experience to secure a position with a good company and further my career.**

*WORK EXPERIENCE*

*7/2013-Present*

***Southern Cross Corp, Norcross, GA***

*Utility Services Specialist*

*Primary Duties and Responsibilities:*

*Report to Gas Company as a representative of Southern Cross Corp.*

*Job entails extensive walking over varying terrain, and in varying weather conditions, constant squatting and bending over*

*Detect, locate, and evaluate leaks using prescribed procedures.*

*Report leaks to Gas Company under contract.*

*Complete required paperwork and sketches.*

*Read Gas Company maps.*

*Follow measurements and use compass to locate test points*

*Perform light manual labor. Follow all safety guidelines. Assist in training survey technician trainees and others.*

*Survey Technician is responsible for the proper operation, field maintenance, and security of all assigned equipment.*

*Check for gas leaks, meter, survey, input services in tablet, keep map grids, time sheets, ECTEquipment/Machinery/Vehicle Used:*

*Company provided Flame Pack, Fuel Cylinder (45 lbs.), Combustible Gas Indicator, Probe Bar, Pipe Locator, and others as assigned.*

*Computers/Internet to complete Certification*

**African Maintenance, Selma, AL**

**6/2006 - 1/2009**

Secretary

Answered telephones; Typed correspondence; Processed invoices and bid requests; Maintained appointments; Processed payroll for 4 employees; Responded to customer inquiries.

**O' Fashion Concepts, Selma, AL**

**6/2004 - 1/2007**

Owner

Supervised employee in a retail establishment; Purchased and maintained inventor; Performed financial activities to include payroll; submitted state and federal documents as required.

**Manpower, (Lear) Selma, AL**

**12/2005 - 10/2006**

Inspector

Inspected and tested nonagricultural raw materials or processed, machined, fabricated, or assembled Parts or products for defects, wear, and deviations from specifications parts for defects; compiled safe parts for shipment to suppliers; used precision measuring instruments and complex test equipment in this process.

**Eastside Cab Company Selma, AL**

**4/1994 - 3/2005**

Dispatcher and Driver

Dispatched calls to taxi's; Answered telephones, two-way communication through CB radios; Maintained call logs; Resolved customer inquiries; Coordinated the office through bookkeeping, typing or word processing; Provided efficient customer service; Maintained clients for specific drivers.

Onetia S. Drammeh

Page 2

**EDUCATION**

**Wallace Community College Selma**

**July 2011**

**Ready To Work Program**

Selma, AL

**Certifications:**

Alabama Certified Worker

Career Readiness Credential  
Wired Advanced Manufacturing- Production Level I

Universal Society of Phlebotomy  
Montgomery, AL  
Certified Phlebotomy

November 2006

Selma High School  
Selma, AL  
Diploma

May 1993

**REFERENCES**

Available upon request.