

Lisa Seaman

Team player, self starter, like to problem solve

Middleville, MI

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Authorized to work in the US for any employer

WORK EXPERIENCE

ISO Management Rep.

Tack Electronics - Grand Rapids, MI - July 2014 to March 2015

Responsibilities

Assist in helping the company obtain there ISO 9001 certification.

Built and tested wire harnesses to a blue print

Document and Data control

Performed end of line inspection

Assisted in corrective and preventive actions

Skills Used

Computer input

QS-9000/TS16949/ISO9001 knowledge

Pack and Ship Associate

Hastings Manufacturing - Hastings, MI - March 2011 to July 2014

Responsibilities

Using an hand held scanner, pulling piston rings from racks for customer orders

Inspecting piston rings to ensure the correct rings have been pulled for the order

Packing rings in boxes to data on scanner

Pulled and packed finished goods for shipment using hand held scanner

Loaded and unloaded semi trailers with hilo.

Skills Used

Obtained a hilo license

Learned types of piston rings

Learned how to use a ring gauge

Learned how to use a hand held scanner to process orders

Production Supervisor

JCIM - Grand Rapids, MI - July 2008 to October 2009

Responsibilities

Leading 50 team members in day to day activities in an assembly setting

Ensuring that the ILVS was being performed correctly

Update training needs as required.

Participated in Kaizen projects

Assisted in corrective and preventive action activities

Skills Used

Multi-tasking

Communication with team members that did not speak english

Problem Solving

QS-9000 TS16949 Coordinator / Quality Supervisor

Plastech - Grand Rapids, MI - February 2002 to July 2008

Responsibilities

Document and Data Control

Maintain processes and procedures to the QS-9000 Standard

Create and maintain procedures and operator instructions

Supervise 6 Auditors in day to day activities for Injection Molded product

Assist in corrective and preventive action activities

Create and maintain APQP documents

Assisted in the implementation of TS16949

Accomplishments

Plastech was a minority hire company. 60% of the operators were Bosnian. I was responsible for creating operator instructions that they could understand.

Skills Used

Supervisor / Leadership

Multi-tasking

Communication with minority team members that did not speak English

Quality Technician

Venture Industries - Grand Rapids, MI - June 1996 to February 2002

Responsibilities

Implement the QS-9000 standard

Create and maintain procedures and operator instructions

Documented SPC in WIN SPC for process control

Received all blue prints and updated documents to new revision levels

Perform Internal Audits to QS-9000 standard

Assisted in corrective and preventive actions.

Created and maintained APQP documents

Skills Used

APQP software

Problem solving skills

Internal Auditing skills

SPC software

Quality Technician

Autostyle Plastics - Grand Rapids, MI - June 1992 to April 1996

Responsibilities

Visually inspected parts on a moving conveyor line. Performed color match test on all painted parts. Performed PELT testing on parts daily. Input all data into computer.

Skills Used

Ability to inspect parts successfully on a moving conveyor.

Ability to successfully color match painted product to color chips
Ability to multi-task

Production Supervisor

Autostyle Plastics - Grand Rapids, MI - 1989 to 1992

Responsibilities

Lead 24 team members in day to day activities for an moving automotive paint line, insuring that the master schedule was followed.

Skills Used

Team Building

Leadership

Problem solving

Attention to detail

Assembly Associate

C & F Stamping - 1983 to 1989

Quality Control Inspector

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Quality Technician

Venture Industries

QS-0000 Coordinator