

# Jeffrey Slenn

Cortland, IL

jeffreyslenn@gmail.com - (630)222-4583

A position maintaining, installing, problem solving and ensuring quality production of printed materials on Thermal Digital Inject Presses and other press equipment as needed

## WORK EXPERIENCE

### **Technical specialist 2**

RR Donnelley - Saint Charles, IL - 2008 to Present

Provide preventative maintenance on presses as well as responding to issues that may arise during a job

Fabrication and repair of components as needed; machining

Focus on cost effective and time sensitive solutions when troubleshooting to keep workflow moving, improvisation and innovative solutions

Installation of press equipment

Troubleshooting and problem solving concerning physical transfer of power, electrical systems

Employs experience in welding, precision measuring/machining, hydraulics, pneumatics, PLC's, understanding of blueprints to problem solve

Set up and maintain dedicated servers and troubleshoot server issues

Well-versed with help desk software and management of tickets, Microsoft Office, Google Docs

Attention to detail while maintaining a large workflow, from test file through completion

Understanding of pre-press process

Certified Lockout/Tag-out and fork truck operation

### **Material Handler**

RR Donnelley - Saint Charles, IL - 2001 to Present

Movement of materials to ensure on-time shipping and delivery of product

Utilization of fork trucks and walkies, including their preventative maintenance

Collaboration with all members of warehouse team and shipping to meet deadlines

## PROFESSIONAL REFERENCES

Jeff Steringer, RR Donnelley Research and Development, Grand Island, New York

Jeff Viney, RR Donnelley Research and Development, Grand Island, New York

Joe Arrigo

Danny Marola, RR Donnelley, Production Supervisor

Contact information furnished upon request

Page

## EDUCATION

### **A.A.S in Integrated systems maintenance technology**

Elgin Community College - Elgin, IL

2010

## ADDITIONAL INFORMATION

### Skills & Abilities

#### Leadership

Main point of contact and responsible for maintenance on two 1200 x 600 dpi, 60 foot digital injection presses, as well as one Piezo

Responsible for operator training on equipment as needed, working side by side with operators through the production process

Provide mentoring and guidance to ensure large volume workflow stays on track

record keeping and attention to detail

Accurate record keeping for all aspects of the work queue and presses, including inventory, purchase orders, maintenance schedules

Tracking of press issues, and document areas for improvement during the workflow process

#### Communication

Delivery of frequent status updates of jobs in process to all involved parties, including operators and project managers

Work collaboratively with operators, project managers, pre-press, floor management to ensure quality and on-time delivery of product

Participate in team meetings that include out of state department members and leadership to ensure consistent quality and expectations

Ability to contact and schedule with outside vendors

Responsiveness to fast moving situations, problem solving with all involved in the job