

Alejandra Zavala

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I'm a hard-working person, looking to apply my education and experience to your company.

Areas of proficiency include maintaining routine, responsible, bilingual (Spanish), social, hands-on, multi-tasker.

Highlights

- Self motivated
- Energetic, positive work attitude
- Multi-tasker
- Fast learner
- Microsoft Office Word
- Safety-conscious
- Basic math skills
- Dependable
- Communications skills

Machine Operator

Nov. 26, 2018- Current

Aerotek Agency-Ontario Ca.

The company is a food base warehouse. Before entering into the work floor proper uniform is needed including hairnets, safety glasses, gloves, masks only if needed. The machine combines the ingredients and dispenses it into a bag. I start the machine on the computer screen, push down on a pedal to clamp onto the bag so the product can dispense. The order can request for the bags to be 25 or 50 lbs we place them in a scale to double check the weight, push out all the air, lift onto a conveyor so a sealing machine can close the bag. Checking it's sealed correctly any not closed properly must be put aside and rebagged. Those that pass get turned and placed flat so it can be taken through a roller to flatten the bag, goes through a metal detector, and gets labeled to place on a pallet. If a wash is needed we dismantle the blender and hogger, rinse, soap, scrub, rinse again and sanitize. This process can take 3 days if done correctly and QA passes. Once it passes we put back all the parts to start the next order.

Machine Operator

Sept. 17,2018-November 21,2018
Personnel Staff Agency-Ontario Ca.

I worked with CNC machines, I learned to make the threads for the screws and bolts. Changing the dials to the machine to have the correct equipment for every different order using hand tools to adjust and test. It was very important to get the lining correct. Using grip gages and a caliber. Paperwork was needed to document, QA had to inspect to pass/ make corrections if needed before starting and completing the order. Once the work was complete I moved it to its next destination, documented it onto the computer and went onto the next order.

Warehouse Machine Operator Assistant

Dec. 1, 2016- August 15,2018
Lollicup USA Inc. - Chino Ca.

I was updated w/ a brief description of the previous shift operations and maintenance. Operating a thermoform machine that heats a plastic sheet of material first being put threw a conveyor. Once it's all put into place I start the machine while in motion it heats the product and bypasses to rotating tables one to push into the plastic and form the product the other rotating to cut remove and transfer to a linear cage. Checking the product as it comes out 50 cups at a time. Adjusting threw a Microsoft computer screen the temperature, fix any adjustments needed, any malfunctions or jams machine has if I am knowledgeable with, including a sleeve machine the product also bypasses threw to pack. Manually load plastic rolls between 800-1020 lbs depending on the order. Communicate w/ my team in case of jams or assistants, train them to be knowledgeable about the machine as well. Filling out paperwork documenting everything to the count of the product and downtime during and after shift is over.

Quality Control

March 3, 2016-June 3, 2016
BaronHR Agency (ODW Logistics)

Read the order sheet, carefully count the quantity each order must have, repack everything, wrap, and label. Picking and scanning items, then process threw computer, and label. Labeling products, count quantity, wrap and label.

Child Care Provider

October 2011 to December 2012
Department of Social Services - Riverside, CA

Carefully monitored children's play activities. Maintained daily records of activities, behaviors,

meals and naps. Routinely picked children up from school. Managed general housekeeping duties, including feeding, diapering, resting and cleanup. 6 years childcare experience. Read stories to the children and taught them painting, drawing and spelling.

Pre-packed order picker/ Machinist

June 2008 to July 2008

Staffing Agency – Ontario, CA

Packed containers and re-packed damaged containers. Banded, wrapped, packaged and cleaned equipment. Verified and recorded the count and condition of cargo received. Worked at a rapid pace to meet deadlines. Maintained proper levels stock levels on a line. Started up and shut down processing equipment.

Education

Science, Math, English, History , Year 2008

Buena Vista High – Chino, CA

High School Diploma

Chino Valley Adult School – Chino, CA

Currently going