

# Alexis Martinez

## Objective:

To obtain a position that will allow me to utilize my current skills, as well as learn new skills and advance in the organization.

## Experience:

07/2023 – Present **Reata Engineering & Machine Works, Inc.** Littleton, CO

### Quality Inspector

- Use of calipers, micrometers, and various hand tools, as well as gauges to inspect pieces to print.
- Knowledge of GD&T, blue print reading, and problem solving skills to ensure parts are within specifications.
- Operation of Hexagon & Mitutoyo CMMs to run programs designated for each product, if applicable.
- Operation of Keyence IM Series vision system for precise measurements.
- Adherence to ISO9001 & AS9100 standards and regulations
- Perform first article inspections, in-process inspections and final inspections of machined& assembled parts
- Review and audit inspection reports, documents prior to filing in electronic folders.

01/2023- 06/2023 **Intertech Medical** Denver, CO

### Quality Assurance Technician

- Duties include assisting inspectors complete inspections for plastic products of varying sample intervals (every 12hrs, 4hrs, 48hrs, Start runs, End runs, Restarts, etc.), collecting samples, working with Production leadership, Mold Techs and Engineering to address and correct any quality concerns.
- Operation of Mitutoyo Round Test RA-2200 Machine
- Operation of Seebrez Video Measuring Machine
- Operation of QVI Smart Scope Flash OGP
- Operation of Keyence IM-Series Optical Dimensional Measuring System.
- Use of Optical Comparator, digital calipers, drop gauges, pin gauges
- Perform leak tests on Z-Axis Isaac HD Multifunction Leak Tester
- Perform break force tests on a Mark-10 Force Gauge
- Support production in putting together Work Order documents, providing labels and any other documentation needed to run the orders.
- Provide final inspections of product that is ready to bag and box.

07/2021- 01/2023 **Philips North America** Colorado Springs, CO

### Product Quality Inspection Technician - (Nov. 2021- Jan. 2023)

- Responsible for overseeing all Quality needs for and supporting a medical Laser production department.
- Duties include, but are not limited to: Sub assembly inspections, In-process inspections, Line inspections, Document auditing, Document filing, Device History Record (DHR) auditing & management, Creating Non-Conformance Reports, Final Test auditing, Clean Room Inspections.
- Supporting production team members in understanding changes relating to documentation.
- Final QA Inspection of all finished Laser products.

- Complete documentation auditing, data filing, record keeping, ordering of documents.
- Working with Document Control to keep track of what documents need ordering, have already been ordered.
- Familiarity with the company's Quality Management System (QMS).
- Familiar with FDA regulations/ ISO 9001/ ISO 13485 regulations to ensure department stays in compliance.
- Auditing DHRs (Device History Records) of finished products for thoroughness of completion.
- Use of Windchill program to monitor changes & ensure teammates are using at the most current revisions, that have been released for use.
- Use of Microsoft Office tools including Word/Teams/Excel/Outlook
- Auditing of all documents following Good Documentation Practices (GDP) guidelines.
- Knowledge of HIPAA guidelines to ensure customer/patient privacy.
- Use of Agile software to create NCRs when a product fails specifications needed to be used in assembly.
- Creating NCRs (Non-Conformance Reports) when a part or product does not meet Quality standards.
- Respond to inquiries about reports, issues in production, questions other inspectors may have.
- Work with Quality Engineers, Quality Manager, Production personnel, Material personnel, and Shipping personnel to ensure products meet all requirements needed to be able to ship to customers.
- Assist Engineering, R&D departments when a part or product is being investigated after an NCR was created.
- Keep log of materials that are non-conforming, in a quarantine area,
- Support of Material Review Board (MRB) with Non-Conforming Reports, to reach a viable disposition.
- Help determine a need for and develop more efficient Quality processes in areas that may need them.
- IPC-A-610 Certified through BlackFox Training Institute
- Responsible for training and overseeing, auditing work of new Quality Inspectors in the Laser QA department.

Quality Inspector II – (Jul. 2021 – Nov. 2021)

- Part of Receiving Inspection Quality team, where products from suppliers are inspected, documentation is audited for completeness and conformance.
- Familiarity with SOPs to ensure quality standards are being met.
- Daily responsibilities included performing inspections of products, ensuring that all product samples meet blueprint specifications as well as documentation requirements.
- Use of a range of calibrated measuring equipment including: digital calipers/ micrometers/ Star Light video measurement systems/ height gauges/ CMMs / depth gauges/ plug gages.
- Use of Oracle software to document inspection results.
- Manual filing of documents and data records.
- Use of Agile software to create NCRs when a product fails inspection.
- Creating NCRs (Non-Conformance Reports) when a product did not meet Quality standards.
- Assist Quality Engineering in investigating NCRs, perform rework/sort processes if needed.
- Use En Label software to label products that require identification.
- Work in a team environment, collaborating with other inspectors to achieve the best results.

06/2020 – 07/2021

**Primus Aerospace Inc.**

Lakewood, CO

CNC Machinist II – Set Up Operator

- Responsible for operating various machining centers in Milling department on weekend shift.
- Other responsibilities include quality assurance checks, in process inspections and maintenance of machines.
- Troubleshooting when running into any tooling issues, or machine issues.
- Reading blueprints and using GD&T.
- Ensuring all dimensions are within tolerances allowed on blueprint and adjust accordingly.
- Quality assurance: checking and documenting dimensions at various intervals using various gages & tools.
- Making sure the correct tooling is being used & that it is calibrated properly.
- Operation of Haas VM- 2 Mill
- Operation of Haas VF- 3 Mill
- Operation of Haas VF- 5 VMC VOP-C Center
- Making sure paperwork is completed correctly and checked thoroughly.

- Maintain proper maintenance of machines and work area.

11/2019 – 06/2020.

**Manes Machine & Engineering Co.**

Fort Collins, CO

CNC Machinsit II - 5Axis Machining Center Operator

- Operation of Mazak Vortex 1400 160-II 5Axis Vertical Machining Center.
- Operation of Fastems system connected to 8 Mazak Variaxis i-800 5 Axis Vertical Machining Centers.
- Identifying the proper tooling needed for certain features, and changing the tools/inserts when needed.
- Offsetting tools according to wear, to be able to uphold Blueprint specifications.
- Blueprint reading and knowledge and use of GD&T.
- Keep track of tool life and various orders at once, using Fastems system.
- Release jobs, change pallet locations, suspend pallets and call up material bins using Fastems system.
- Complete all run sheets, and paperwork associated with parts & enter data of hours worked on a job.
- Maintain dimensions to within blueprint specifications using various calibrated tools.
- Maintain proper coolant and oil levels on Machines.
- Use of Forklift to carefully load and unload fixtures / flip material, both raw stock and machined material.
- Responsible for upholding AS9100 Quality Standards as well as ISO9001 Quality Standards.

12/2018 – 11/2019

**Woodward Inc.**

Fort Collins, CO.

CNC Machinist II – CNC 4&5 Axis Machining Center Operator & CNC Lathe Operator/ Set Up Operator

- Main responsibilities include running machining centers, changing & offsetting tools, quality inspection.
- Responsible for operation of Makino A71 4-Axis CNC Machining Horizontal Center with Pro-6 controls.
- Operation of two Makino D-500 5-Axis Vertical Machining Centers with Pro-6 controls.
- Set-Up and Operation of Okuma LB 3000 EX II Space Turn Lathe.
- Offsetting tools according to wear, to be able to uphold Blueprint specifications.
- Blueprint reading and knowledge and use of GD&T.
- Use of Mitutoyo SJ-210 Profilometer for testing roughness and Surface Finish.
- Use of thread gauges, Bore Micrometers, Vermont Go/No-Go Gauges.
- Use of Mitutoyo Micrometers, Depth Mics, SPI Intertest Dial Caliper Bore Gauges,
- Operation and occasional calibration of Zoller Smile 400 Tool Pre-setter.
- Use of Starrett HDV400 Horizontal Digital Video Comparator System.
- Operation of Hexagon Global Coordinate Measuring Machine to inspect quality of parts machined.
- Maintaining proper oil and coolant levels on the machining centers, as well as routine maintenance.
- Upholding 6 Sigma Standards for the machining and organizational process
- Responsible for upholding AS9100 Quality Standards as well as ISO9001 Quality Standards.

### **Education:**

08/2015 – 11/2015

**Arturo Velazquez West Side Technical Institute**

Chicago, IL

- Manufacturing Works Program of Instituto Del Progreso Latino
- Certified in CNC Milling and Turning Operations through NIMS
- Certified in Safety and Quality training through MSSC

01/2014 – 03/2015

**Harold Washington College**

Chicago, IL

- Majored in Music Performance
- Majored in Biological Science

2007-2011

**Thomas Kelly High School**

Chicago, IL

<ul style="list-style-type: none"><li>- IB/ Honors Program</li><li>- Marching Band/Drum line Section Leader/Concert Band/CPS All-City HS Concert Band</li></ul>	