

# Charles Figgins

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## Professional Summary

I've been employed at IAC St. Clair for over twenty years. During that time I've had numerous jobs including production operator, material handler, team leader and cycle counter. While working through these various positions I acquired my leadership skills and learn how to motivate others. My time as a team leader also taught me the importance of self motivation, teamwork, attention to detail, and dedication to my job. During my time here I've had several other positions, backup warehouse team leader and assist with service job set up and producing parts. As cycle counter I've had the opportunity to learn more of the business side of the company. I'm familiar with QAD, Microsoft Office, and how to gather and analyze the data from the floor.

## Work History

### Cycle Counter

12/1997 to Present

*International Automotive Components - St .Clair, Michigan*

- Material tracking to assist with downtime prevention
- Provided information for QAD adjustments while gathering material and production data
- Assisted with service jobs tools and materials coordination between the production facility and off site warehouse
- Helped identify material and make sure it's utilized properly
- Determined the financial impact for losses or gains in cycle counts
- Supported numerous issues and QAD variations

### Operator and line leader

10/1993 to

12/1997

*Key Plastics - Chesterfield township, Michigan*

- Ran the assembly line as a operator
- Co-led the line and reported its production numbers
- Production material handler

## Education

Associate of Science: Electronics, 1992

**ITT Technical Institute** - Troy, Michigan

High School Diploma: 1986

**Lutheran North** - Mt. Clemens, Michigan

**Additional Skills**

- Skilled material handler
- Assembly line production
- Production procedures
- Exceptional organizational skills
- Microsoft Office
- Numerical controls understanding
- Extremely quick learner
- Interpersonal skills
- Familiar with all the products and supplier materials