

Janel Crump

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I am dedicated, honest, energetic individual who enjoys participating in production work. I have experience specializing in sorting, assembly, and packaging. I am punctual, hardworking, physically fit, team and detail oriented, great listener, respectful, multi task effectively, outstanding leadership as well as motivational and communication skills, and is willing to accept constructive criticism. It would be an honor to learn a new trade and be an asset to the company.

- *Packaging*
- *Shipping and Receiving*
- *Sorter*
- *Stock Associate*
- *Manage inventory*
- *Great skills organizing work and materials for maximum productivity*
- *Remarkable ability to make fast, simple, repeated movements of the fingers, hands, wrist, and can lift up to 60lbs continuously*
- *Ability to perform under high stress without compromising productivity of work*
- *Able to multi-task in fast past environment*
- *Proficient in computer programs such as ms word, excel, power point*

Turris Italian Foods 16695 Common Rd Roseville, MI 48066

Assembler February, 2007- June, 2010

- *Restock shelves for backroom*
- *Arrange coordinated shipment and incoming orders*
- *Inventory control and stocking*
- *Read charts to determine amount and kind of foods and supplies to be packaged*

- *Fills individual serving cartons with portions of various foods and condiments by hand or using automatic filling machine*
- *Prepare, wrapped and loaded items for shipping according to packaging slip*
- *Label containers, container tags, and product*
- *Pack particular arrangements or selections of product*
- *Inspect materials, products, and containers at every step of wrapping process*

Toyota Motor Corp Livonia, MI 48150

- *Assembler August, 2010- Jan, 2013*
- *Rotate through different task on assembly*
- *Organize Supply Station*
- *Decide how the work is assigned and how different task are performed*
- *Study and interpret assembly instructions*
- *Determine if all parts are present*
- *Package materials and products physically*
- *Start, stop, and control speed of conveyor*
- *Assemble tools and materials*
- *Position parts and subassemblies*
- *Verify Specifications*
- *Assemble components*
- *Ensure all parts are fitted and screwed in properly*

References Are Available upon Request