

Dana L Falbo  
7696 Elmwood Street  
Littleton, Colorado 80125  
[dfalbo4@hotmail.com](mailto:dfalbo4@hotmail.com)  
720-621-1343

**Objective:**

To work for a reputable, progressive company with the opportunity for advancement and growth. I want to work for a company where I can utilize my skills, my talent and help with the productivity and advancement of the company.

**Jobs:**

Maids of Honor Cleaning Service: Owner/Operator  
2000-2017

Responsible for day to day operations: Started, ran and managed a Residential Cleaning service, along with Residential New Build cleaning. I oversaw Customer service, hiring, training, job bidding, cleaning, purchasing equipment and supplies, marketing, running crews and bookkeeping.

Coors Tek  
2017-2019

I started at Coors Tech as an Operator. I ran a machine punching ceramic tape. I transferred to the dry press department where I Operated dry press machinery. I then became a Handler. Handlers make sure the machine hoppers are constantly full of ceramic powder and supply the Operators with what they need. My next move was to an IPI (inspector). I performed a computerized inspection process and did visual inspection of parts under a microscope. I measured parts with various measuring devices (micrometers, etc.) I moved again into Setup 1. I disassembled and assembled the dry press machines installing different dye plates for new orders. Setup 1 is a very mechanical job and requires the use of a variety of tools. (a variety of wrenches, pliers, screw drivers, and specialized tools) I also learned to troubleshoot all aspects of each job. I was nominated and started a 4 year apprenticeship program where I had classroom study time along with regular employment.

Attributes: Team player, quick learner, attention to detail, integrity, innovation, insight, self-starter, courage, classroom knowledge, good decision making.

**Education:**

Bear Creek High School- diploma  
Lakewood, Colorado 80215  
graduated in 1984