

David Jackson

Quality Assurance/Quality Control

Des Plaines, IL

dkj282000@gmail.com

847-527-7703

- Looking for a position in Quality Control/Inspection. Offering strong background in approving in-process production, documenting/reporting results, and communicating with co-workers to ensure positive manufacturing outcomes.

Authorized to work in the US for any employer

Work Experience

Quality Engineer

Douglas Press - Bellwood, IL

November 2018 to Present

- Monitored performance and generated reports detailing quality of product and defect rates.
- Evaluated components and final products against quality standards and manufacturing specifications.
- Sampled products for detailed analysis.
- Completed precise measurements using special tools.
- Performed visual inspections and non-destructive tests where appropriate.
- Assisted with correspondence, reports and special projects.
- Performed general administrative duties, including copying, faxing and filing.
- Performed diverse office assistance functions as required.
- Used survey instruments and collected data for a variety of studies.
- Worked successfully with different methods of data collection.
- Assisted senior administrative professionals with daily work tasks.
- Communicated with staff and coworkers frequently about special needs and requests.
- Responded to special requests and needs.
- Coordinated the distribution of materials to various locations.
- Maintained high levels of confidentiality while creating files, reports and records.
- Created and maintained processes for administrative operations to improve accuracy and efficiency.
- Reduced overhead by taking on more responsibility with creative and administrative projects.
- Sampled products for detailed analysis.

Quality Assurance Manager

Sterling Plating, Inc. - Harwood Heights, IL

September 2016 to November 2018

- Approve incoming materials by confirming specifications, conducting visual & measurement tests, rejecting & returning unacceptable materials.
- Approve in-process production and finished products by confirming specifications, conducting visual & measurement tests.
- Document inspection results by completing reports & logs, summarizing re-work & waste, inputting data into quality database.

- Keep measurement equipment operating by following operating instructions, calling for repairs.
- Maintain safe and healthy work environment by following standards & procedures, complying with legal regulations.
- Assist with Internal and External Audits

Customer Service/Project Manager

Kitagawa Northtech Inc - Schaumburg, IL
October 2014 to June 2015

- Quote price and delivery to customer
- Prepare and verify orders for shipment
- Enter new customer data and keep current in system
- Answer phone and internet inquiries in timely manner
- Coordinate with engineering, manufacturing, and operations to ensure on time delivery
- Investigate and resolve customer problems

Project Manager

Kitagawa Northtech Inc - Schaumburg, IL
October 2011 to October 2014

- Manage staff, preparing work schedules and assigning specific duties
- Locate, select, and procure merchandise for resale, representing management in purchase negotiations
- Scheduling work and activities
- Processing Information
- Experience with: Microsoft Excel, Microsoft Outlook, Microsoft PowerPoint
- Monitored team progress and enforced deadlines. Served as the single point of contact for project scheduling and changes
- Partnered with Operations and Manufacturing to address scheduling issues.

Service Technician

Kitagawa Northtech Inc - Schaumburg, IL
January 2006 to October 2011

Disassembled broken and

defective equipment to facilitate repair

- Interpreted prints, drawings and sketches
- Set up and performed hand and automatic assembly operations on components, subassemblies and assemblies
- Assembled components with hand and power tools
- Assessed work for errors or compliance issues and made corrections and modifications when necessary
- Reviewed and verified all work was in compliance with sales orders and customer requirements
- Retrieved correct materials from product inventory to facilitate repair
- Retrieved correct materials from product inventory to perform various fabrication duties

Education

Bachelor's in Industrial Technology

Southern Illinois University - Carbondale, IL
2004 to 2005

Associate's in Pre-Engineering

Southeastern Illinois College - Harrisburg, IL
2002 to 2004

Skills

ISO 9001:2008 trained. Performed internal audits since 2008. Trained in CAPA process. (10+ years),
Capa, ISO, SPC

Certifications/Licenses

OSHA 10 General Industry

December 2005 to Present

Project Management Fundamentals

July 2017 to Present

Project Management Prep

December 2017 to Present