

# Eric Grubbs

Lakewood, CO

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Authorized to work in the US for any employer

## WORK EXPERIENCE

### **Assembly**

Gruven Music Products - Elk City, OK - October 2014 to December 2015

#### Production

Participated in all aspects of this manufacturing company. Assembled guitar stands using general shop machines and hand tools. Trained new personnel in computer use and production procedures. Packaged and shipped products to U.S. and international customers. Set up display booth and sold music accessory products at guitar trade shows nationwide.

### **Machine Operator**

Rocky Mountain Orthodontics - Denver, CO - March 2014 to October 2014

Operated punch presses, inspected parts using tweezers, overlays, comparators, microscopes, and blueprints. Also ran coil spring machine. Packaged and labeled parts.

### **Production**

Excel Personnel - Louisville, CO - December 2005 to March 2014

#### Production

Assembled, tested and inspected parts, through-hole soldering, warehouse and order pulling. Also performed bindery, including putting stock in proper location, set-up for collating machines, operating cutting machines and hole punchers, hand collating, inserting and stuffing envelopes.

### **Operator**

Norgren IMI - Englewood, CO - June 2005 to December 2005

Assembled auto parts using torque drills and socket wrenches. Also used test equipment to troubleshoot parts for rework. Packed and inspected parts for shipping.

### **Machine Operator**

Benchmark - Aurora, CO - March 2004 to June 2005

Operated automated production machine. Responsible for daily machine maintenance, including adjusting airflow and oiling the components. Inspected, repaired, and packaged manufactured parts. Assembled other products such as clip guns. Trained new employees in production processes.

## EDUCATION

### **Associates in Computer Technology**

College America Denver - Denver, CO

September 1998 to September 2000

### **Certificate in Electronics and Computer Repair**

Western Technology Center - Burns Flat, OK

September 1992 to May 1994

#### LINKS

[http://esgrubbs@yahoo.com](mailto:esgrubbs@yahoo.com)

#### ADDITIONAL INFORMATION

##### SKILLS

Mechanical and technical skills include CNC, kiln, and other machine operation, mill and lathe machines, hardware troubleshooting, quality control, reading blueprints, through-hole solder, manufacturing data entry, assembly, and bindery. Other skills include Microsoft Excel and Word, customer service, packaging, and shipping.