

GREGORY OSTERBAUER

960 Fairchild Drive, River Falls, WI 54022, gregoryaosterbauer@gmail.com,
Cell: 715-417-0988, Home: 715-629-3298

OBJECTIVE

To use my strong work ethic, conscientiousness, adaptability, positive attitude, and areas of vocational experience to provide excellent service, adding value to a company where I can be proud to work.

SKILLS

- Experience in customer service, data entry, ordering, and material procurement
- Experience providing training and education to other employees and patients in various work settings – office, manufacturing, customer service, and health care
- Experience successfully working with and building rapport with a variety of people with varying backgrounds
- Experience working efficiently and accurately in high-pressure, time-sensitive situations
- Experience with factory equipment such as forklift, walkie rider, fork stacker, WAV Series Work Assist Vehicle

EXPERIENCE

Please Note: In February, 2017, I retired from my full time position at Andersen Windows so that I would be able to care for my wife of 34 years, who had Terminal cancer, and our 30 year-old son who has severe autism. In December 2017, my wife passed away. After this, I began searching for the best possible care to meet the future needs of my son. With him now placed in an excellent group home in late 2018, I felt I could go back to work. I look forward to future communications with you.

Thillens Inc. 400 North Monore, North Hudson Wi.

3-1-2019 to present

Armor Truck Guard/Courier/Driver

- Driving an armored truck over great distances for long hours in a variety of different situations, safely
- Delivering currency and coin accurately to banking facilities in a timely, secure, and safe manner
- Rich Tokarski (Supervisor) phone number: 708-400-6306

Andersen Windows Corporation, Bayport, MN, 10/01/1986 to 02/01/2017

Production Worker - various production lines plant-wide

Office Worker - Anderson Service Center Agent, Order Processor for Order Department, and Glass Procurement for Purchasing Department

- Worked successfully in various capacities on assembly lines, operating multiple types of equipment, such as forklifts, to aid the company in generating product according to time-sensitive deadlines.
- As a service center agent, assisted customers in ordering parts and collaborated with them to resolve any repair or performance issues, thereby maintaining company customer relations and satisfaction.
- As an order processor, input data and completed orders for our distributors to insure that they had sufficient and correct products ordered.
- In the purchasing department, kept accurate records and worked with suppliers to insure that Andersens received the ordered glass for their products.

*Holy Family Hospital (now Westfield Hospital), New Richmond, WI,
01/01/1983 to 09/01/1986*

Respiratory Therapist and Surgical Instrument Processing Technician

- Worked with patients with cardio-pulmonary respiratory diseases in a hospital setting, also providing pulmonary function screening.
- Assisted patients in post-surgical situations, giving instruction in deep breathing techniques and inspiratory breathing exercises.
- Worked in emergency cardio-respiratory situations, providing necessary intervention and ventilator management.
- Provided home oxygen therapy, delivering oxygen and equipment to patients and educating them on their proper use.

L.O. Simenstad Nursing Home, Osceola, WI, 2/01/1981 to 02/01/1982

Certified Nursing Assistant, Orderly

- Built rapport with and provided daily care for elderly residents receiving nursing home services.
- Assisted residents with physical therapy range of motion exercises.
- Safely moved non-ambulatory patients, as their care required.

EDUCATION

Osceola High School - Osceola, WI

High School Diploma

1980

Wisconsin Indianhead Technical College - New Richmond, WI

Nursing Assistant Certificate

1981

St. Mary's Junior College (now Saint Catherine University) - Minneapolis, MN

Associate of Applied Science in Respiratory Therapy

1984

REFERENCES

Dwight Wolters, 715-381-8931 - Supervisor at Anderson Windows

Greg Gartner, 612-669-5394 - Supervisor at Westfield Hospital

Wayne Peterson, 715-417-2656 - Character Reference