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NCNS

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Authorized to work in the US for any employer

Work Experience

Assembly Worker

MINNCOR Industries - Moose Lake, MN
April 2023 to October 2023

- Appropriate workplace safety and tool accountability to ensure safe working environment that abided by all safety standards
- Produce components by assembling parts as a part of an assembly line
- Position or align components and parts manually to ensure proper lifting
- Used necessary hand tools to assemble parts
- Clean and maintain work area and equipment, including tools and parts
- Verify specifications by measuring completed components
- Resolving assembly problems, work and interpersonal, to ensure a positive and productive working environment
- Maintain a safe and clean working environment by complying with procedures, rules, and regulations

Carpentry Trainee

Minnesota State Facility - Moose Lake, MN
April 2023 to August 2023

- Knowledge and understanding of essential carpentry skills on the job
- Understanding of various hand and power tools required for the carpentry trade
- Ability and understanding to maintain a safe work environment
- Assist journeyman carpenter with construction and remodeling projects
- Knowledge and skillset necessary to build wooden structures
- Make work order for job sites, including but not limited to building structures and making plans of construction projects in accordance with client and state standards
- Communication skills necessary to effectively work as a part of a team

Garment Worker

MINNCOR Industries - Moose Lake, MN
October 2022 to April 2023

- Working knowledge and understanding in the following garment shop equipment: button holer, bar tacker, waist-bander, double & single stitch machine, and four & five string serger
- Demonstrated leadership and independent working ability in high stress environments
- Organize and stock materials within the warehouse and store items in designated locations
- Properly pack and load material to be shipped out according to company standards to ensure they arrive safely
- Secure tools and workplace materials to maintain compliance with workplace safety standards

- Ability to account for large number of tools and workplace necessities
- Ability to examine items to identify defects to begin trouble shooting/creating action plans necessary to complete projects
- Create projects based on client specifications and requests
- Ability to identify require materials for projects to ensure minimally wasted materials
- Effective written and oral communication necessary to complete the job
- Work alongside various levels of staff and provide constructive feedback and growth opportunities

General Laborer

GEOTEK - Stewartville, MN

March 2019 to November 2019

- Cleaning worksites from debris and machinery and properly prepping for future work
- Assist various tradespeople on work sites
- Handle and transport materials and equipment in a safe and efficient manner
- Use power tools and machinery as needed
- Report any issues of unsafe equipment or conditions to the appropriate parties
- Necessary verbal and written communication skills needed for working as part of an active team

Telephone Sales Representative

FLS Connect - Mankato, MN

October 2010 to January 2017

- Conduct outbound fundraising calls to solicit pledges for client projects
- Ability to follow provided and client-approved messaging on every call
- Conduct training for new staff on proper ways to conduct company objectives
- Use responsible listening to provide appropriate situational responses
- Demonstrated exceptional customer service skills and an ability to react quickly to person requests
- Accept coaching and counseling to improve sales outlook
- Maintain a professional appearance and behavior at all times
- Ability to work independently and as part of a team to reach the common goal of the organization

Education

Vocational in Carpentry

Century College - Moose Lake, MN

April 2023 to August 2023

Skills

- Fundraising
- Project Planning
- Project Management
- Telemarketing
- Construction
- Carpentry
- Construction Management

- Mechanical Knowledge
- Manufacturing
- Negotiation
- Assembly
- Remodeling
- Blueprint Reading

Certifications and Licenses

OSHA 10

Forklift Certification