



Jacob Lincoln

(319) 750-0657 | E: jacoblincoln19@gmail.com
Burlington, IA 52601

PROFESSIONAL SUMMARY

Skilled and enthusiastic individual who offers a wide array of experience in customer service and manufacturing. Always looking to contribute to team success through hard work, attention to detail and excellent organizational skills. Motivated to learn, grow and excel in any field. Experienced in staff management procedures which help to positively impact overall morale and productivity.

SKILLS

- Punctual and productive
- Team management skills
- Knowledgeable on OSHA protocols
- Teamwork skills
- Wind turbine production knowledge
- Factory production experience

WORK HISTORY

WIND TURBINE TECHNICIAN-MOLD LEAD *05/2018 to CURRENT*

Siemens Gamesa | Fort Madison, IA

- Constructed wind systems generating electricity in accordance with drawings, specifications, codes and project requirements.
- Inspected, adjusted and restored fiberglass turbine blades to enhance performance.
- Continuously checked blades for quality assurance according to the companies strict guidelines.
- Diagnosed and fixed issues that caused turbines to shut down unexpectedly or fail to operate correctly.
- Operated Fork Lifts and Bridge Cranes to move heavy loads and maintain production levels.
- Worked various different stations each month to provide optimal coverage and meet production goals.
- Minimized resource and time losses by addressing employee or production issue directly and implementing timely solutions.
- Evaluated employee skills and knowledge regularly, providing hands-on training and mentoring to individuals with lagging skills.
- Mentored newly hired employees on use of blade production equipment and helped ensure correct blade assembly.
- Prepared detailed reports on lost time conflicts and team activities and delivered them to management.
- Cultivated productive and safe atmosphere while supervising team of 10 employees.
- Maintained excellent attendance record, consistently arriving to work on time.

MACHINE OPERATOR

08/2016 to 08/2017

Mackay Mitchell Envelope Company | Mount Pleasant, IA

- Worked with team members to ensure envelopes are produced at the highest quality and high production demands were met.
- Set up and ran RAs, ROs, SW machinery and various other types of equipment needed to produce envelopes.
- Frequently lifted and moved boxes weighing greater than 50lbs. When needed relocated skids that weight upwards of 1,000 pounds.
- Read and interpreted blueprints and schematics pertaining to the operation of various machinery.
- Assessed equipment after each production run, performing preventive maintenance to keep machines running smoothly.
- Identified malfunctions or failures by routinely monitoring and analyzing equipment operations.
- Maintained machines within work area, complying with company and OSHA safety rules and regulations.

SHIFT LEAD

12/2013 to 08/2015

Big 10 Mart | Eldridge, IA

- Operated cash registers, manage register money, made bank deposits, update files pertaining to daily money deposits.
- Inventoried materials on weekly basis to identify and resolve discrepancies, maintaining highly accurate and current records.
- Responded to and resolved customer questions and concerns.
- Maintained safe working environment by observing safety procedures, policies and regulations.
- Helped store management meet standards of service and quality in daily operations.
- Completed store opening and closing procedures, including setting up registers and checking products.
- Traveled between stores when required to ensure adequate staffing at all locations.
- Kept employees operating productively and working on task to meet business and customer needs.
- Distributed individual assignments to team members and monitored progress.
- Trained new employees and promoted supportive, performance-oriented atmosphere by, instructing each in use of registers, computer systems, standard operating procedures and company policies.
- Kept work areas clean, organized and safe to promote efficiency and team safety.

CASHIER/COOK

08/2012 to 08/2013

Casey's General Store | Mediapolis, IA

- Counted cash in register drawer at beginning and end of shift.
- Checked customer identification for alcohol, cigarette, and lottery sales.
- Maintained clean and orderly work station.
- Pumped gas for guests and took payments.

- Restocked, arranged and organized merchandise in front lanes to drive product sales.
- Helped customers complete purchases, locate items and join reward programs to promote loyalty, satisfaction and sales numbers.
- Set up new sales displays.
- Processed POS transactions, including checks, cash and credit purchases or refunds.
- Answered phone calls for to-go and delivery orders.
- Educated customers on promotions to enhance sales.
- Prepared beverages and filled food orders for customers.
- Oversaw inventory and restocked ingredients following First-In First Out (FIFO) method to minimize spoilage.
- Cleaned food preparation areas, tools and equipment.
- Safely operated pizza oven and other kitchen equipment to protect all team members from harm and equipment from damage.
- Prepared all raw materials for cooking by cutting vegetables and preparing dough.

EDUCATION



High School Diploma
Wapello High School, Wapello, IA

2012

CERTIFICATIONS



- First Aid/CPR Certified
- Crane Operator Certification