

Keith Bruce

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Secure a position with a well-established company with a stable environment that will lead to a lasting relationship.

Authorized to work in the US for any employer

Work Experience

Construction Worker

Fabcon Precast - Shakopee, MN
June 2018 to Present

Maintained, repaired and installed equipment using safe and effective problem solving techniques on an ongoing basis also used hand tools.

Warehouse Worker

CEVA Logistics - Eagan, MN
September 2017 to February 2018

We unload trucks with fork lifts and the rest we push down rollers as the boxes get separated to stores put on pallets and shrink wrap and ship out.

Assistant Machine Operator

ConAgra Foods - Maple Grove, MN
2014 to September 2017

Assisted press operator and checked glue ink and rolls when low or empty.

Changed patches and rolls when low.

Changed press for job change and had everything set up for next shift.

Assured safe environment and kept everything clean around the press.

Machine Operator

RAO Manufacturing - Fridley, MN
2013 to 2014

Drew parts from machine and checked for damages or scratches then send to next area or to shipping.

Deconstructed the dye when finished with the order.

Human Resource Assistant / Driver Recruiter

J&D Express Trucking - Eagan, MN
2011 to 2013

Worked with the hiring manager to fill potential driver positions.
Performed over the phone interviews.

Sourced job boards, Facebook and LinkedIn to find potential candidates.

Worked with the hiring manager to know the skills of and to coordinate interview questions for candidates

Reviewed resumes and cover letters for potential matches.

Interviewed potential candidates and performed some onboarding duties.

Made up to 200 cold calls per day to find potential candidates.

Other duties as assigned by Hiring Manager.

Education

Core introduction to manufacture & blueprint reading

Dunwoody College of Technology
2012

High School Diploma

St. Cloud Technical College - Saint Cloud, MN

Skills

Forklift Operator (1 year), Osha (5 years), Manufacturing (6 years), Warehouse Management (3 years), Machine Operator (7 years), Assembly (6 years), Ordering (8 years), Safety (8 years), Blueprint Reading (2 years), Construction (2 years), Solar panel installer (Less than 1 year), Concrete mason (Less than 1 year), Construction Laborer, Carpentry, Drywall, General Laborer, Handyman, Solar panels (1 year), Construction Management, General Labor, Skilled

Certifications/Licenses

Forklift Certified

Additional Information

Skills & Special Training

Team work skills

Great customer service skills

Strong Computer skills - Proficient in Microsoft Word, Excel, PowerPoint, Outlook and excellent in Web Browsing

Great written skills

Forklift experience

Math for Manufacturing

Basic Understanding of Manufacturing Terminology, Materials & Process

Manufacturing Blueprint Reading Using Geometric Dimensioning and Tolerance

Introduction to Lean Manufacturing

OSHA 30 Training & Certification