

Keith Yokem

Fort Collins, CO 80521

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A dependable self-starter comprised of ambition, exemplifies leadership, as well as responsibility and is furthermore experienced in manufacturing, production, assembly quality assurance and machine operation and maintenance.

WORK EXPERIENCE

Shop Laborer

Advanced Take and Construction - Wellington, CO - 2014 - 2015

Fabricated shop parts directly from blueprints. Skilled in steel welding. Checked welding leads, wiring and changed filters for preventative maintenance. Manufactured products by operating cranes to dismantle, straighten, reshape and reassemble parts. Inspected machine parts for conformance to product specifications. Attended weekly safety meetings to ensure machine operation safety. Coordinated and assembled ducts, hoods, and other sheet metal products. Rebuilt locomotives and mechanical component parts. Fulfilled output requirements while consistently reducing scrap levels.

Customer Service Associate

Jiffy Lube - Fort Collins, CO - 2012 - 2013

Specialized in repairing and maintaining automotive transmissions. Operated equipment such as infrared engine analyzers, compression gauges and computerized diagnostic devices. Conducted services such as oil changes, lubrications, and tune-ups. Safely used all hand and power tools, including the T-stripper, T-cutter, torque and wrench. Loaded and unladed the plater and maintained pH standards. Inflated tires on a test machine and adjusted controls to simulate road conditions. Diagnosed computer and electrical failure with appropriate testing equipment. Met all customer call guidelines including service levels, handle time and productivity.

Assistant Manager

Pizza Palace - Wellington, CO - 2011 - 2012

Guided guests through menus while demonstrating thorough knowledge of the food and ingredients. Upheld proper food and beverage handling. Inventoried and restocked items throughout the day and again at close. Supported all areas of the restaurant. Completed financial transactions. Resolved guest complaints quickly and efficiently. Assisted co-workers whenever possible. Provided friendly and attentive service.

SKILLS

Intuitive, perseverant, negotiation expert, craftsmanship, strong mechanical aptitude, safety oriented

CERTIFICATIONS/LICENSES

Lower Bay Certification, Upper Bay Certification, Automotive Detailing Certification, Lube Technician Certification, Customer Service Certification, Steel Welding Certification

ADDITIONAL INFORMATION

REFERENCES

John Babitz, 5yrs, Pizza Palace; Owner 970-218-6391

Mark Spring, 4yrs, Taps Sport Bar and Grill; Owner 970-449-4462

Sheila Henderson, 8yrs, Budweiser Center; Accountant 970-305-6580