

# Martell Lightfoot

Saint Paul, MN

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Authorized to work in the US for any employer

## WORK EXPERIENCE

### **Machine Operator**

Amport foods - Minneapolis, MN - December 2014 to Present

#### Responsibilities

Set up / break down machine for different types of trail mix packaging. Perform chemical wash down so there is no cross-contamination. Also look over a group of packers to ensure a steady work flow.

#### Accomplishments

Learned how to setup machine in a short amount of time.

#### Skills Used

- Attention to detail.
- Keeping organized
- keeping documentation
- Strong math skills
- strong leader skills

### **Packaging lead**

New French bakery - Minneapolis, MN - July 2014 to Present

#### Responsibilities:

- I manage a group of packers that package baked goods.
- I fill daily orders restaurants and grocery stores.

#### Accomplishments:

- I've learned how to use the computer ordering system in the small amount of time that I have been working with new French bakery.

#### Skills used:

- Working in a fast past environment
- Leadership
- Organization
- Time management

### **Packaging lead/ line operator/quality control**

Franklin street bakery - Minneapolis, MN - February 2010 to July 2014

#### Responsibilities:

- I supervised a group of 12 people.
- Set machines up for slicing and packaging of products.
- Check the quality of all baked goods.
- Enter daily inventory into a computer system.

- Made sure all employees followed GMP (Good Manufacturing Practice)

Accomplishments:

- I cross trained employees to be leads so that they could help the company by working on another shift as a lead.
- first lead to get his/ her team to pack over 1500 cases in one night.

Skills Used:

- Communication.
- The ability to review and plan my day according to the product and the number of employees.
- Attention to detail.
- Forklift certified.
- Familiar with OSHA guide lines.
- Good leader skills.
- Ability to use Microsoft Word.

EDUCATION

**N/A in Law enforcement**

Vermilion community college - Ely, MN  
2007 to 2008

**High School diploma in Generals**

Harding High School - Saint Paul, MN  
2003 to 2007