

Mary Ann Reznik

4326 Gemstone Lane • Fort Collins, CO 80525 • (970) 227-9574 • MAReznik@aol.com

Objective

To join an organization where I can apply my skills in a position to further the profit of the company.

Work Experience

Creative Foam, Berthoud, CO

September 2017 –

Present

Trainer/Part Fabricator 2

- Trains new employees to perform tasks to assemble and manufacture products
- Performs validations on parts to ensure quality standards are met
- Operates functions of a computer numerical control operator by operating machinery and inspecting final product

Arc Colorado, Firestone, CO

December 2016 -

August 2017

Trainer/Production Assembler

- Operated injection molding machines
- Produced metal and plastic injection molds
- Promoted teamwork and accountability through strict training protocols
- Completed order entry documentation related to production

Tolmar, Fort Collins, CO

May 2014 -

May 2016

Production Assembler

- Performed measures to ensure products got properly labeled and shipped to correct customers
- Packaged and inspected final products to verify they were complete and accurate

Parkway Products, Loveland, CO

February 2011 – February

2013

Production Assembler

- Produced plastic moldings
- Assembled a variety of plastic products

Kohls, Loveland, CO

August 2008 -

August 2010

Retail Sales Associate

- Helped unload and process new shipments of inventory
- Provided helpful customer service
- Handled and processed monetary transactions

Mary's Mountain Cookies, Fort Collins, CO

May 2003 - May 2006

Owner

- In charge of all bookkeeping and all monetary transactions
- Refined attention to detail while ensuring organization of all supplies and equipment
- Foster repeat business of patrons by establishing strong customer relationships

KMART, Fort Collins, CO

May 1980 -

May 2000

Cashier

- Provided customer service in store and over the phone
- Processed monetary transactions
- Helped manage and facilitate other employees throughout the organization

Education

Fort Collins High School, Fort Collins, CO

August 1977

– May 1980

High School Diploma

At Home Professionals, Online Schooling

August 2000 –

August 2002

Certificate in Medical Claims and Billing