

DENVER, CO 80221

3039138411

MATTSALEM1987@GMAIL.COM

## MATTHEW SALEM

**PROFILE** Production Lead recognized for driving productivity and ensuring efficient task execution. Expertise in workflow optimization, quality assurance, and team leadership. Strong communication and problem-solving abilities enhance team performance and address challenges effectively.

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**EXPERIENCE** January 2019 - April 2025  
MISTRAS - Heath, OH  
Production Lead  
Trained other employees on proper use of NDT equipment and techniques. Ensured that all safety regulations were followed while performing tests. Analyzed trends from data collected from inspections to identify areas for improvement. Utilized precision measuring instruments during inspection activities. Provided technical support to production staff regarding quality control issues. Repaired or replaced defective parts detected during inspections as necessary.

January 2012 - December 2018  
Sticker Mule - Denver, CO  
Production Lead  
Directed team in sticker production, enhancing workflow and implementing quality control measures. Collaborated with various departments to ensure operational efficiency. Partnered with management team to formulate strategic long-term growth plans. Maintained accurate inventory of raw materials and supplies for seamless production.

May 2007 - December 2011  
Verizon Wireless - Denver, CO  
Customer Service Lead  
Communicated effectively with customers regarding suspected fraudulent activities or suspicious behavior. Identified areas where additional controls could be implemented to prevent future fraud incidents. Assisted in the development of training materials related to fraud prevention techniques. Assessed customer and client data to detect potential fraud risks.

EDUCATION

May 2006

Northglenn High School Northglenn, CO

High School Diploma

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SKILLS & INTERESTS

- Problem solving
- Equipment safety
- Effective communication
- Safety compliance
- Technical support
- Employee training
- Team leadership
- Precision measurement
- Quality control
- Data analysis
- Manufacturing processes