

# Michael Bacamante

9600 Lomita Ct Apt 106H Alta Loma , CA 91701  
C (818) 216-4289 • Email: saint\_mikey@yahoo.com

## SKILLS PROFILE:

Knowledge of Supply-Chain Production Services; Excellent Customer Service Skills, Fast Learner,- Ability to work-in and manage teams; Proficient in MS Office, Bilingual (English & Filipino).

## WORK EXPERIENCE:

### C&D Zodiac Aerospace

*Assembler Lead*

**Sept '15-June '16**

Supervises production line; Orders kits; Ensures strict adherence to safety policy and procedure; Trains newly hired employees.

### Helpmates

*Production Line Worker*

**July '13- Sept '14**

Assembled and attach system components to aircraft galley units; Interpreted blueprints, illustrations, and specifications to determine layout sequence; Measure, drill, file, cut, bend, and smooth materials to ensure fit and clearance of parts; Ensured strict adherence to safety policy and procedure.

### C.I.S. Secure Computing

**Aug '10- Nov '12**

*Production Supervisor*

Supervised production floor and shipping of products; Assembled electronic equipments and parts; Repaired and modified electronic assemblies; Used different hand powered tools to create assembly; Operated dip solder machine; Resolved assembly-related problems; Ensured that standard operating procedures and quality assurance standards are met; Inspected and documented nonconforming assemblies; Trained newly hired employees.

### Best Buy, Inc.

**Nov '09- Aug '10**

*Customer Service*

Ensured that the customers needs are met and no customer is left without service: Responded to customers' technical questions about products; Verified product pricing, Assisted in finding specific products; Tendered sales at the cash register; Prepared the register area for customer transaction; Trained newly hired employees.

### The Nielsen Company

**Jan '04- July'09**

*Order Coordinator*

Data entry, billing, collection calls, filed and printed invoices, printed and edited trade show floor plans and traveled to the actual show sites to assist in managing and supervising the events.

### Pacific Coast One-Stop Records

**Nov '97- March '01**

*Customer Service Representative*

Shipped/Billed/Sorted/Received music-related merchandise; answered e-mails and phones; restocked merchandise; pulled orders; operated sorter machine; trained newly hired employees.

## EDUCATION

High School Diploma

**June '89-March '93**

Sta. Clara Parish School, Pasay City, Philippines

**REFERENCES:** Available upon request