

Nick S. Kramer

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Summary of Qualifications

To obtain a challenging leadership position with a growth oriented organization, this offers diverse job responsibilities and will utilize my abilities developed through my skills and experience.

Professional Experience

Lowes

CDL Delivery Driver

Loveland, CO

April 1, 2013 – 06/15/2014

- Pull, load and deliver customer purchases in a friendly, timely, safe and efficient manner.
- Greet and acknowledge all customers in a friendly and professional manner.
- Provide quick, responsive customer service.
- Adhere to and follow all safety rules and regulations.
- Operates store equipment (forklift, pallet jacks, electric lifts, etc.)

Vestas

Lead Material Handler

Windsor, CO

11/29/2010 – 08/01/2012

- Building spars
- Pulling Kits
- Run the Winder
- Do Lay-ups
- Organize the journal
- QDA Certified Forklift Operator

Pepsi Co.

Customer Service / Driver

Greeley, CO

9/2009 – 1/2010

- Delivers product to stores on an established route. Customers include: convenience and gas stores, small supermarkets, drug stores, etc.
- Responsible for ongoing rotating and stocking of product on store shelves, displays, in coolers and vending equipment.
- Builds small displays and sets up promotional materials such as pricing signs and banners.
- Generated invoices and is responsible for daily settlement of cash ad charges.

- Interacted frequently with store management.
- Lifted, loaded, and pushed/pulled cases ranging from 20 -45 pounds.
- Service all scheduled customers by the end of shift.

**Northeast Bio Fuels
Lead Material Handler**

**Fulton, NY
5/2008 – 4/2009**

- Extracted data from company database to create daily reports that tracked ethanol and corn being processed.
- Used Standard Operating Procedures to insure ethanol and corn is up to code.
- Responsible for supervising and training of new and existing employees.
- Assisted in the inspections of all pumps, valves and conveyors.
- Completed Hazmat and Operating Heavy Machinery training.
- General maintenance and installations of pump and valves.
- Team motivating, Stock Control, Monitored Quality Control.
- Estimate worker hour requirement by studying production schedules to complete job assignments within deadlines.
- Resolve and analyze work related problems.
- Set up and adjust work procedures to meet production schedules.
- Transfers, discharges and disciplinary measures.

**R.H. Painting
Foreman**

**Oswego, NY
6/2003 – 4/2008**

- Supervised/trained crews of 6 – 10 employees.
- Held meetings with Superintendents to discuss current/future jobs.
- Responsible for all procurement operations.
- Prepared surfaces (i.e., metal, wood and glass) by removing rust, paint and loose particles.
- Sanded and even out dents and scars to assure a smooth and level surface using sanders, scrapers, sand paper, wire brushes and paint remover.
- Prepared coating materials by tinting, toning, matching, blending, and mixing in various additives in premixed paint (i.e., retardants, hardeners, drying agents, and other additives).
- Applied primer, intermediate and final coats of semi-gloss, glossy, lacquer, enamel, varnish and shellac.
- Ensured that match, texture and appearance met finish requirements.

Actall Corp.
Production Supervisor

Denver, CO
11/2001 – 12/2002

- Reviewed time cards and completed production reports.
- Predicted troubles and delays for production schedules.
- Inspected final product according to ISO standards.
- Trained employees on repair and maintenance.
- Supervised and synchronized the production subdivisions to produce a quality product at the lowest possible cost.
- Organized the money and services essential to producing goods.
- Created production schedules using production reports.
- Handled problems related to production by giving corrective action for quality problems.
- Submitted production reports to management on daily basis.
- Handled the task of maintenance by repairing production equipment in given budget.
- Set-up and operated automated SMT assembly equipment including screen printer, pick and place machine, and reflow oven.
- Performed basic soldering and rework of SMT components.

SMTC Manufacturing
Production Coordinator

Thornton, CO
5/1995 – 6/2001

- Knowledgeable in Surface-Mount Technology (SMT) electronic components and SMT assembly process.
- Coordinated and scheduled materials for 13 SMT production lines.
- Responsible for the training and operation of the SMT production area.
- Maintained records and data of SMT operation.
- Consulted with all levels of management on production schedules.
- Cross-trained in various areas to better understand the overall production of the products.
- Controlled and managed the flow of information between the various components of all products.
- Made sure all necessary equipment and materials are on site at the right times.
- Provided supervision and quality control checks for the production team.
- Managed overall project production workflows in relation to staffing.
- Managed construction document progress against established project schedule parameters.
- Attended scheduled team progress meetings and provided production progress status reports to the team.

- Provided technical support and guidance to assigned production staff.
- Ensured appropriate construction detailing is being utilized for selected project building materials and systems.
- Set-up and operated automated SMT assembly equipment including screen printer, pick and place machine, and reflow oven.
- Performed basic soldering and rework of SMT components.

Education and Training

- Boces College – GED Certificate
Oswego, CO
4/2009 – 8/2009

Special Skills

- Excellent Customer Service skills.
- Experienced forklift operator.
- Qualified CDL Driver.
- Detailed oriented.