

# Philip C. Catalano Jr.

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## EMPLOYMENT OVERVIEW

Premco Centennial, Co

**August 2018-Present**

### ***Shipping Clerk/Receiving***

- Order Picking
- Pack the product
- Receiving orders
- Load/Unload truck
- Receiving Product checking it in.
- Handling Returns of the product

Medtronic - Parker, Co

**January**

**2011-October2017**

### ***Shipping Clerk***

- Order picking
- Pack product in the different size boxes
- Utilize bar code system
- International Shipping
- Completing paperwork
- Lend support and cover vacations in receiving - stock inventory and operate forklift

### ***Assembler (hired in role and worked this position for two years)***

- Test product
- Run automated stamping machine
- Trouble shooting automation machines.
- Assemble product in boxes

Summit Staffing - Aurora, Co

**September**

**2009 - December 2009**

***Assembler*** - Built circuit boards and assembled equipment from the chassis to the complete product.

Caroba Plastics - Englewood, Co

**July**

**2007 - March 2009**

***Quality Tech*** - Inspect parts, read drawings prints, write quality plans, use CMM, and program CMM using optical comparators.

ConMed - Centennial, CO

**April**

**2006 - July 2007**

***Quality Conformance Tech*** - Inspection, discrepancy reporting and related documentation, test monitoring, and assurance of conforming to processes and procedures.

***Tester*** - Test hyfrecator board, assemble hyfrecator, and follow procedures.

## EDUCATION

**ITT Technical Institute** - Thornton, CO

**CEET**- Electronics and communication engineering technology

**Central Piedmont Community College** - Charlotte, NC

1 year

math and technical subjects

**Arapaho Community College** - Littleton, CO

2 years

general studies

**Chatfield Sr. High School Littleton, CO** - Graduated: June 1989

Awards: Perfect Attendance

## **Philip C. Catalano Jr. - page 2** CAREER SUMMARY

### Related Technical Skills

- Shipping and Receiving
- Stock room hardware inventory, distribution, and management
- Experience with circuit cards, in-circuit test fixtures, circuit card assembly inspection and repair
- Electronic sub-systems, circuit card assemblies - working with test and repair procedures
- Fairbanks Electronic Scales and Measurement Systems
- Clean room

### Equipment Used

- Pallet Jack
- Sit-down and Stand-up Forklifts
- Genrad Circuit Card Test Equipment
- HP Test Equipment
- Standard Test meters
- ESD test equipment including heel & wrist straps
- ESD Packaging
- CMM
- Optical Comparator
- Pin Gage Sets
- Calipers

### Computer Skills

- MS Office
- Lotus-123
- Basic Computer Programming
- General Testing Software

### Technical Training

- Electronics - general theory and practice
- Test, Calibration and Maintenance of Electronic Scales & Measurement Systems
- Electronic Circuit Card Test & Inspection
- ESD Certification Class
- Certificated Quality Tools