

Vixiene Phanmany

Commerce City, CO 80022

phanmanyvixiene4zsku_2um@indeedemail.com

+1 720 354 1299

Authorized to work in the US for any employer

Work Experience

Machine Operator/Assembler

Vision Graphics - Denver, CO

2020 to 2022

- I would operate our machines to print large quantities of documents related to the customers desires for marketing.
- I would also assist in two-man operations for our machines when printing complex items.
- While working in fast paced operations I would take charge of doing quality assurance on every item that is printed before moving it to be packaged and shipped.
- Hand work at our company consisted of notebooks, business cards, mail, brochures, maps and quality assurance.

Lead Handworker

Wizbang Solutions - Commerce City, CO

2015 to 2020

- I would lead a team of temporary workers that would assist in hand work for our company.
- I assisted our team with operations that would require two to operate our machines to complete a task.
- Machine work consisted of sorting and stamping mail work from retailers or corporations.
- I would pack orders and ensure quality assurance of all orders then would load items to be shipped.
- Hand work consisted of mail, business cards, brochures, flyers, and any other work companies requested that our department can do.

Hand Worker

OneTouchPoint - Denver, CO

2011 to 2015

- Proficiently carried out daily tasks consisting of business cards, shrink wrapping, pocket folders, notebooks, and shipping.
- Majority of the hand work consisted of tending to items that could not be done by a machine.
- I would assort and take count of business cards; looking for irregularities on cards and guarantee the best printed quality for our customers.
- I would shrink wrap items to meet the expectations of our customers when they would order small amounts of our items but in bulk quantity.
- I would make pocket folders that are custom made by our printing department.
- For the custom made notebooks I would ensure that all pages are included in every notebook and hand spiral the notebook and sort them in boxes for shipping.
- Once items are completed from the hand work side and packaged away I would take these items and get them labeled and shipped.

Education

High school diploma

Skills

- Sewing
- Training & development
- Leadership
- Warehouse Experience
- Materials Handling
- Quality Inspection
- Manufacturing
- Machining
- Cleaning Experience
- Quality Assurance
- Packaging
- Assembly
- Load & Unload