

Richard Potempa

Half Gallon Filler Operator/Plastic Injection Mold Operator - Aurora Organic Dairy

Broomfield, CO 80020

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720-377-5753

** Hardworking, enthusiastic, intelligent professional with experience in public contact in a variety of environments. Posses the innate ability to relate well with individuals at all levels. Possess excellent communication skills, both written and verbal, as well as an outgoing personality utilizing a positive approach in all situations.

** Works equally well on an individual basis or as part of a team with minimal supervision. Able to get the job done. Possess the necessary characteristics of creativity, intelligence, and initiative, with a healthy degree of assertiveness.

** Follows all projects through to quality completion. Works well in pressure situations. Is able to adapt to new and ever-changing environments. A dependable candidate who offers outstanding potential for future growth and advancement.

Work Experience

Half Gallon Filler Operator/Plastic Injection Mold Operator

Aurora Organic Dairy - Platteville, CO

August 2008 to Present

Q.A. Lab

Technician/ Q.A. Celsis Technician/ Quality Customer Service Specialist

August 2008 to Present

Responsible for the proper testing and receiving of incoming raw milk per state guidelines; operation of half gallon filler including proper checks on product and package conditions; operation of plastics injection mold for the gallon jugs. Responsible for the testing of finished product to ensure quality by following state and federal guidelines and regulations. Perform celsis test on finished product to detect the presence of ATP and other bacteria. Familiar with HACCP, SQF, and GMP guidelines. Responsible for the upkeep of customer database information. Handle all customer and consumer complaints and inquiries.

Shift Supervisor

High Plains Liquor - Firestone, CO

April 2008 to November 2008

Responsible for stocking of shelves and coolers, cashier duties and customer service, closing duties such as preparing nightly bank deposit and completion of daily paperwork and backing up computer system.

Technician/Assistant Project Manager

Commercial Fire and Water - Arvada, CO

February 2008 to June 2008

Responsible for general clean-up of finished projects, and assisting the Project Manager with quality checks and completion of invoices.

Referb Final Prep Technician/Delivery Driver/Sales

Pepsi Bottling Group - Denver, CO
December 1998 to February 2008

Responsible for final Quality Control inspection of all vending machines and visi-coolers; troubleshooting electrical and mechanical machine components; and implementing upgrades and enhancements on an on-going basis prior to releasing to businesses. Responsible for daily deliveries and initiating new sales.

Waste Management Technician

BFI - Denver, CO
June 1998 to December 1998

Responsible for daily operations in waste disposal in assigned routes.

Line Supervisor

Bolder Technologies - Golden, CO
May 1997 to June 1998

Supervised up to 10 workers on manufacturing line for lead acid rechargeable batteries. Responsible for ensuring product quality control, implementing new processes in manufacturing production; training workers on equipment and processes, and scheduling work.

Lawn Care Specialist

TruGreen/Chemlawn - Denver, CO
March 1996 to May 1997

Responsible for daily operations including sales, applications, and weed control.

Custodian

Arapahoe Community College - Littleton, CO
September 1994 to March 1996

Responsible for providing daily custodial services and minor maintenance of equipment.

Delivery Driver

Michael Handler Furnishings - Denver, CO
June 1989 to August 1994

Responsible for daily delivery of furniture and accessories in this high-end furniture company.

Long-Haul Truck Driver

TWX Trucking - Denver, CO
1986 to 1989

Drove semi-tractor/trailer throughout United States in making large deliveries of multiple sources including Kodak equipment and supplies.

Education

Regis University - Denver, CO

A Certification

United States Truck Driving School - Denver, CO