

Romelia Enriquez

Mechanical Assembler/Parts Handler

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I would like to obtain a position that will allow me to apply my extensive knowledge and work experience in manufacturing, warehousing or customer service to help meet and exceed the company's present and future goals.

Work Experience

Mechanical Assembler/Parts Handler

The Boeing Company - El Paso, TX

July 1999 to October 2016

Performs simple and routine production assembly operations on structural and mechanical assemblies, subassemblies such as top level assemblies, modules, boards, Hybrids, panels and cables and aircraft systems, equipment and accessories using manual operations. Perform assembly of electromechanical components, epoxy attach, surface mount technology, polymeric applications, connector mate/de-mate, box level mechanic assembly and hardware torquing. Perform ribbon bonding, epoxy attach and dye attach of components. Perform mechanical box assembly operations including circuit card assembly alignment and torquing operations. Assembles and delivers kits or parts for follow-on assembly or to customer. Verifies accuracy of work performed and may conduct self-inspection duties. Performs rework and modification to parts and assemblies. Performs function checks on installed systems and troubleshoots system to ensure proper hookups, continuity and connections. Ability to read and understand blueprints, schematics, electronic work instructions, process specifications and wiring diagrams. Extensive knowledge of tools and equipment needed daily to complete the tasks and duties required to complete my side of production such as soldering iron, tweezers, plier cutters and other tools as specified in procedures. Perform basic arithmetic functions for weight measurements, torque conversions, and dimensional measurements.

Lead operator

Toro Company - El Paso, TX

October 2007 to October 2009

schedule production for 23 operators on a 12 hour shift, responsible for production meeting quality specifications and handling inventory of production to be shipped to the twin plant in Cd Juarez, Mexico, worked daily on a computer to manage labels and parts and production

Clerk Typist

El Paso Community College-Transmountain Campus - El Paso, TX

1995 to 1997

Preparing, filing, sorting correspondence; mailing list, and other writing material. Proof work for accuracy; input into database; create/revise forms/documents; answer/route telephones calls; order supplies; follow-up in assignments; respond to prospective students' questions; process tune sheets; sort/distribute mail.

Education

Electronics Technology

El Paso Community College - El Paso, TX
1995

certificate of completion

El Centro College - Dallas, TX
March 1989

Skills

ASSEMBLY, BLUEPRINTS, MICROSOFT WORD, WORD, INSPECTIONS, TEAM PLAYER, Assembly Line, Blueprint, Electro-Mechanical, Schematic, Solder, Soldering, Wiring, Soldering, wire prep, component prep, identification and board prep, use of computer on a daily basis. (10+ years)

Assessments

Mechanical Skills: Aptitude — Proficient

April 2019

Measures a candidate's ability to understand and apply mechanical concepts and processes.

Full results: https://share.indeedassessments.com/share_assignment/oi4urhqjeikgahsy

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Additional Information

Retired from Boeing Co. 2016