

# Shawn Sims

## **Quality Control Manager**

Indianapolis, IN 46236

[simsshawn1005@gmail.com](mailto:simsshawn1005@gmail.com)

317-719-4804

Seeking to secure a position with an established organization that will enable me to utilize my leadership skills, quality assurance experience, expertise in human relations, Diversity and Inclusion and customer satisfaction.

## Work Experience

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### **Quality Control Manager**

Paramount Industrial Incorporated - Indianapolis, IN

April 2018 to July 2019

Primarily responsible for ensuring that the machined products and services meet all necessary customer and ISO-2015

standards and requirements during and before they reach the consumer. Specific duties include:

- Inspect the final product to make sure its has been built with compliance to legal standards and meets customer expectations.
- Device and review specifications for product or processes.
- Set requirements for raw material or intermediate products for suppliers and monitor their compliance.
- Oversee all product development procedures to identify deviations from quality standards.
- Keep accurate documentation and perform statistical analysis.

### **Quality Assurance Inspector**

Global Forming, LLC - Indianapolis, IN

December 2017 to March 2018

Primarily responsible for performing evaluation results of various types of metal and assembly. Specific duties include:

- Interpreting basic engineering drawings and schematic diagrams; collaborate with Engineering and Quality Manager to determine quality reliability standards.
- Coordinates SPC gauge/fixture maintenance and/or calibration; maintains gauge crib and distributes gauges to production personnel.
- Maintaining accurate records of periodic inspections of dimension and testing requirements.
- Understanding material disbursements and non-conforming material procedures.
- Confirming raw material and receive according to purchase specifications.
- Performing daily SOP in accordance with customer specifications and OSHA standards.

11593 Peacock Dr; Indianapolis, IN 46236 317-719-4804 [simsshawn1005@gmail.com](mailto:simsshawn1005@gmail.com)

Quality Control Inspection

### **Quality Control Inspector**

O'Neal Manufacturing Service - Indianapolis, IN

March 2016 to October 2017

Indianapolis, IN 3/10/2016 - 10/26/2017

Primary duties included first article inspection of all products during start up production. Other key responsibilities included:

- Calibration of machines, tape measures and gauges according to work orders during the production process.
- Confirmed specifications, verified job set up accuracy and performance of products developed.
- Responsible for ensuring that products are documented and labeled according to customer and OSHA standards.
- Performed random dock and internal audits of finished goods as directed to determine outgoing quality level of products with required dimensional, cosmetic packaging, and labeling criteria.
- Performed ISO9001-2008 support as well as some nonformal PPAP activities.
- Provided daily updates using quality measures, verified conformance of materials and products using

appropriate measurement/inspection instruments.

- Assisted in the measurement and reading of blueprints.
- Maintained and reviewed products in stock areas for shipping to various locations and customers.

Held previous roles in the company in the production department from Material Handler, Blast and Laser Machine

Operator before quickly being promoted to Quality Control Inspector.

### **Supervisor/Production Lead**

Tridien Medical Inc - Fishers, IN

May 2013 to December 2015

Responsible for managing the daily production of the Lamination Department, Cutting Department, and overall

operations of product assembly. Daily interaction with the Shipping Manager and Quality Control Department in order to ensure quality of product, as well as orders being shipped to customers in a timely manner. Provided leadership by example, and played a hands-on role with the employees, and the manufacturing of the product.

### **Strip-Pack Machine Operator**

Roche Diagnostics - Indianapolis, IN

May 2013 to March 2014

Responsible for the production of insulin strip vials for insulin meters. Maintained role as a Material Handler for the production line, as well as quality control. Accountable for adhering to Roche/FDA standard operation procedures.

### **Grill Cook**

Roche Diagnostics/Treat America - Indianapolis, IN

August 2012 to August 2013

Prepared and catered meals for Roche employees. Ordered and maintained inventory of kitchen products. Responsible for maintaining cleanliness and organization of the kitchen, as well as working as a team member with other kitchen staff.

### **Warehouse Worker**

Amazon.com - Whitestown, IN  
October 2009 to April 2010

Accountable for general warehouse assembly. Practiced Loss Prevention. Handled forklift operation, as well picking/packing and filling customer orders.

### **Youth Manager**

Marion County Juvenile Center - Indianapolis, IN  
November 2005 to March 2006

Responsible for upholding order and supervising juvenile offenders in a safe correctional environment. Instructed offenders in their adjustment to institutional living. Responsible for patrolling areas, supervising, and escorting offenders to their various work details. Maintained records and reports of the Youth offender's movement, progress, problems, and/or violation of facility rules.

### **Carpet and Floor Technician**

Indianapolis Floor Coverers Union Local #364 - Indianapolis, IN  
April 1998 to October 2005

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Carpet and Floor Technician

Indianapolis Floor Coverers Union Local #364, Indianapolis, IN 4/1998 - 10/2005

Installed various types of floor covering: carpeting, laminates and tiles, and wood flooring. A strong, independent worker, as well as a contributing team member. Maintained a safe working environment while working with other flooring apprentices.

## Education

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### **Associates degree**

Harrison College - Indianapolis, IN  
2010 to 2012

### **Diploma**

North Central High School - Indianapolis, IN  
1986

## Skills

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Problem solver, Self-starter, Quality Control, QA, Quality Assurance, ISO, GMP, Quality Control, Quality Assurance, ISO, QA

## Certifications/Licenses

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### **Forklift Certified**

## Additional Information

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### KEY SKILLS

- Great leadership, management and interpersonal skills with a strong history and ability to motivate and drive high performing teams.
- Excellent problem solver, easily adaptable to change with advanced communications skills both written and verbal.
- A self-starter with ability to work well both independently and with others.