

Steve Jenkins

CNC/Machine Operator/Material Handler/Assembly - Express Employment Professionals/ Hitachi Automotive Systems

Loganville, GA 30052

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To obtain a position that will allow me to capitalize on my experience, leading to advancement and growth in this company.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

CNC/Machine Operator/Material Handler/Assembly

Express Employment Professionals/Hitachi Automotive Systems

May 2017 to Present

- Work according to operator instruction sheets and/or verbal instructions to effectively perform operations.
- Check products and/or component dimensions with use of various indicators and gauges as described in procedures or work instructions.
- Assist in tool changes and changing of simple parts and fixtures.
- Visually and manually check for defects in product or workmanship.
- Where appropriate, input data daily to maintain charts and reports to support manufacturing, engineering, quality, material control, and sales.
- Maintain clean and orderly work area utilizing the 5S policy in all aspects of processes, procedures and daily activities.
- Adhere to all safety rules and guidelines per the Hitachi safety policy.
- Suggest and implement continuous improvement programs.

Front End Loader Operator

Copart

February 2016 to January 2017

- Ensures equipment is maintained according to company standards and customer contracts
- Operates company equipment safely
- Assists with the maintenance of company equipment and vehicles
- Records vehicle information accurately and legibly
- Operates digital camera or other basic vehicle documentation and tracking devices
- Sets up yard for auctions within company timelines

Shipping/Forklift Operator

Top Notch Staffing

March 2013 to April 2015

- Filling customer orders according to standard operating procedures (SOPs)
- Using computer hardware and software to generate labels and maintain equipment

- Performing daily and weekly cleaning according to SOPs
- Maintaining and organizing adequate shipping supplies
- Using manual and electric pallet jack as needed
- Ensuring that products processed for shipping are delegated to correct courier
- Assisting in other areas as needed and performing other duties as assigned

Forman/Laborer

NORFOLK SOUTHERN

2008 to 2012

- Worked as a part of a team repairing and maintaining track or the railroad right of way.
- Perform construction or maintenance tasks associated with railroad tracks.
- Participate in group meetings including safety meetings, job briefings, etc.
- Operate hand-held powered equipment and manual tools.
- Class B commercially licensed driver.

TM3

United States Navy Assignments - Bremerton, WA

2000 to 2004

Torpedo's Man Third Class

- Served in Operation Enduring and Iraqi Freedom
- Achieved rank of E-4
- Trained over 200 personnel in a variety of small arms
- Specialized in torpedo construction and small arms handling on board the USS Carl Vinson

Education

Gwinnett Technical College - Lawrenceville, GA

2013 to Present

Business

Georgia Perimeter College - Dunwoody, GA

2007

Skills

EXCEL (Less than 1 year), MICROSOFT WINDOWS (Less than 1 year), MS EXCEL (Less than 1 year), MS OUTLOOK (Less than 1 year), MS WINDOWS 95 (Less than 1 year)

Additional Information

Highly reliable in following orders, implementing procedures, and acting independently

- Exceptional leadership abilities and team oriented individual
- Admirable organizational, time-management, verbal and written communication skills
- Proficient handling fire equipment, weapons, locks, alarms, and other security related devices
- Experience/Certified working on a forklift/Front End Loader Operator
- Class B Commercial Drivers License

-OSHA 10 Certified

COMPUTER/SOFTWARE SKILLS

-Various internet software knowledge, SAP, MS Outlook, MS Excel, MS Word, MS Windows 95/98, Vista