

Wendy Osborne

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Professional Summary

- Knowledgeable Mechanical Assembler of five+ years with the ability to follow schematics resulting in high quality functional electrical and mechanical products
- Ten + years experience in auto mechanics
- Knowledge of hand tools and and power tools
- Highly motivated individual who is willing to learn and adapt to all company manufacturing methods for assembly and production

Work Experience

Manufacturing Technician II

EnerSys | Longmont, CO

August 2024 to Present

- Assembly of Li Ion batteries using detailed processes, soldering, resistive welding, insulation coating, epoxy application, crimping and wire harness assembly.
- Reading, comprehending, and working effectively with mechanical drawings and documentation including bills of materials, assembly drawings, work instructions, and equipment travelers.
- Experienced working in clean room environments, using ESD protections, and stored energy safe practices.
- Assist and train other technicians on equipment usage, documentation and battery assembly.
- Independently take initiative to perform duties diligently and efficiently with limited oversight
- Implementing aerospace best practices, meeting quality requirements, and space-flight work habits
- Use small hand tools and microscopes to complete detailed assembly work following thorough work instructions
- Utilizing electronic management systems for data storage and program documentation retrieval
- Following all safety guidelines and demonstrate proper use of equipment.

Mechanical Assembler

Meritech Systems, LLC | Golden, CO

December 2023 to July 2024

- Familiar with assembly of small components such as power supplies, IO packs, module boards, terminal blocks, circuit breakers, according to drawings/blueprints.
- Soldering, crimping, cutting, and stripping, building wire harness.
- Experience with the use of benchtop and power tools.

Manufacturing Technician II
Panacea Life Sciences, Inc. | Golden, CO
April 2022 to November 2023

- Operate and maintain Softgel Encapsulation Machines.
- Performed in-process checks and evaluate, in detail, product quality.
- Mix and measure ingredients using CGMP standards, Maintain batch accurate records, assisted with research and development of customer products.
- Troubleshooting Equipment to maintain a quality product.
- Operate bottling and packaging line , Vision counter, liquid fill, and paste nutraceutical products.
- Followed all Good Manufacturing Practices and standard operating procedures

Education

High school diploma
Live Oak High School | Morgan Hill, CA
September 1989 to May 1992

Upper secondary education

Some college

Skills

Organizational skills Word processing Standard operating procedures (SOPs) Manufacturing facility Mechanical Knowledge Assembly wiring Productivity software Microsoft Excel Cleanroom experience Assembly line Mechanical assembly Standard operating procedures drafting Hand tools Contamination control Schematics Precision measuring instruments Technical documentation Manufacturing Computer operation Technical writing within manufacturing Microsoft Outlook Manufacturing company experience Cleanroom protocols Laboratory experience Cleanroom

Certifications and Licenses

EMT
September 1996 to Present

Driver's License
August 2022 to April 2027

Additional Information

Authorized to work in the US for any employer