

CYNTHIA WILLIAMS
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Knowledgeable machine operator seeking a career utilizing my on-the-job experience in manufacturing.

Personal Attributes and Abilities

- **Detail-oriented, productive, and efficient**
- **Self-motivated, mechanically-inclined**
- **Works well with people of all cultures and countries**

Professional Experience

Manufacturing

- **Experienced running CNC machines**
- **Experienced with micrometers, calipers, tool presetting, and other measuring devices**
- **Read blue prints, made offsets and tool changes**
- **Cross-trained and many different areas on shop floor**
- **Maintain 5s for a organized and safe work area per OSHA guidelines**
- **Examine products or work to verify conformance to specifications, and adjust, clean, or repair products to correct defects during inspection**
- **Trained new employees on machines**
- **Worked in tool crib to make sure inserts were in specifications**
- **Maintain minor machine maintenance**

Customer Service

- **Outgoing, friendly sales professional able to initiate rapport with customers**
- **Exception conflict/resolution skills**
- **Compute sales prices, total purchases and process cash or credit payment**

Management

- **Maintain and prepared reports, files and business records**
- **Responsible for a team of five or more**
- **Increased production goals by reducing waste and unnecessary movement**

Employment History

Sam's Club	Front-end Supervisor	1998-2000
Metaldyne	Group Leader	2000-2008
A123 Systems	Trainer/IPQC	2010-2013
Fisher Dynamics	Auditor	2014

Highland Park Community College
Central High School

Training
Honor Roll Graduate

