

Donna Alcock

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Expert CNC machinist with 7+ years' experience coding and supervising machine production to precise specifications. Accustomed to working in extreme temperatures and excellent level of physical fitness. Clear communicator with the ability to lead shifts and train inexperienced machinists. Exceptional attention to detail and skilled in the use of precision shop measuring tools. Hardworking, flexible, and punctual with a talent for working efficiently and accurately to demanding timescales.

Education

High School Diploma

South Burlington High School,
Burlington, Vt, June 2013

Key Skills

- Team player
- Thorough knowledge of PLC and CNC controllers
- Strong mathematical aptitude
- Reading and interpreting mechanical drawings
- Writing and editing G&M codes
- Skilled at operating laser tool setting devices

Certifications

- Forklift Certification, OSHA, 2013

Professional Experience

CNC Machinist

Husky Injection Molding Systems, Milton, VT | March 2016 - Present

- Transform manufacturing instructions and specifications into computer code
- Prepare manufacturing materials and load them correctly into the machines
- Observe production and detect errors and inaccuracies, altering the code to rectify issues promptly
- Assess completed products against the manufacturer's specifications to ensure quality control
- Train new recruits and provide ongoing mentorship and support

CNC Machinist

Saueressig Group, Burlington, VT | July 2013 - March 2016

- Safely operated a range of manual and power tools, including forklifts and mechanical lifts
- Performed regular preventive machine maintenance and malfunction troubleshooting
- Documented actions taken during shifts and provided handovers to the next team
- Maintained consistent production standards when working on high-volume tasks to stringent time constraints