

Virginia Steele

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Motivated and detail-oriented quality control technician sought out for efficiency and process recommendations as a result of strong assembly background. Excellent communicator who has received various awards, including two Production Employee of the Month awards.

Education

General Education
Development (GED) Diploma,
2013

Key Skills

- Quality Control
- Troubleshooting
- Punctuality
- Interpersonal Communication
- Attention to Detail

Professional Experience

Assembler/Quality Control

Metalsa, Elizabethtown, KY | March 2019 – Present

- Assist in the development of a new quality standards manual.
- Carry out frequent floor inspections of production and packing areas to ensure correct product forms, specs, storage, packaging, labeling, and coding.
- Make recommendations for changes or additions to the process to improve efficiency and quality.
- Serve as prototype testing consultant with design on occasion.
- Promoted from assembly line to full-time quality control.

Assembler

Ford Motor Company, Kansas City, MO | September 2016 – February 2019

- Named "Production Employee of the Month" twice in 2.5 years out of more than 250 production employees.
- Exceeded production quota by at least 10% per day.
- Assembled components by examining connections for proper fit and securing parts and subassemblies.
- Fixed assembly issues by modifying dimensions to match.
- Worked in different areas of the department as the production schedule dictated.

Assembler-Night Shift

Sedona Medical, Phoenix, AZ | June 2013 – August 2016

- Exceeded production quota by an average of 1,500 units per day.
- Conducted quality control checks every hour.
- Used hand tools and machines to assemble parts.
- Examined blueprints and schematics to determine how parts fit together.
- Ensured each part was fastened together correctly, checked connections and logged any deviations.