

SAMPLE STUDENT

Palatine, IL 60067

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WELDING SUPERVISOR

Experienced welder skilled in tool and machine fabrication, inspection, and supervision. Adept at improving productivity, training and maintaining exceptional safety standards. Ability to use diverse materials including iron, nickel, aluminum and low alloy steel. Design, blueprint reading, and mathematical abilities. Proficient with welding techniques including MIG, Flux and TIG welding.

WORK EXPERIENCE

United Welding Services, Chicago, IL

September 20xx to Present

Assistant Supervisor

- Confer with supervisor to coordinate operations and activities within and between departments
- Plan and establish work schedules, assignments, and production sequences to meet production goals
- Read and analyze charts, work orders, production schedules, records and reports to determine production requirements and to evaluate current production estimates and outputs
- Conduct employee training in equipment operations and safety procedures and assign employee training to experienced workers
- Interpret specifications, blueprints, job orders, and company policies and procedures
- Keep records of employees' attendance and hours worked and enforce safety regulations

Welder

- Performed welding jobs using knowledge of TIG and MIG welding of steel and aluminum including brazing and cutting using gas and electric welding equipment
- Cleaned and prepared surfaces to be welded and set up and assembled tacks and welding parts
- Followed through on projects using blueprint reading skills and prioritizing work orders
- Observed all safety and housekeeping rules and guidelines including guarding and lockout/tagout procedures

Lioneese Fabricators, Elmhurst, IL

February 20xx to August 20xx

Welder

- Cut, burned and welded material and products including aluminum, stainless steel, cast iron and other alloys
- Repaired welding equipment using correct welding skills and appropriate welding apparatus and equipment
- Operated safety equipment and used safe work habits
- Laid out, positioned, aligned, and secured parts and assemblies prior to assembly, using straightedges, combination squares, calipers, and rulers to ensure conformance with specifications
- Recognized, set up, and operated hand and power tools and shielded metal arc and gas metal arc welding equipment

EDUCATION

Harper College, Palatine, IL

Associate in Applied Science, Welding Technology

December 20xx

Basic Welding Certificate

Advanced Welding Certificate

Welding Fabrication Certificate