

Kenneth Moore
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OBJECTIVE:

To find employment with an established company and further my career, advance and expand my skills as a maintenance mechanic with opportunities to eventually move up into a management type situation.

EMPLOYMENT:

April 2003 – June 2010

ABC INC.

Any Town, NY

Maintenance Mechanic

- Maintain a spare parts inventory of high wear and tear replacement parts to reduce downtime.
- Perform preventive maintenance on all production equipment.
- Work with many parts vendors to get the best price for repair parts.
- Repair/rebuild machine attachments such as strobe lights, power control boxes, counters, glue heads, to changing out drive motor brushes.

August 2001 – April 2003

XYZ CORP.

Any Town, NY

Maintenance Mechanic

- Maintained and installed electrical, pneumatic and hydraulic equipment.
- Maintained forklift and fleet vehicles.
- Setup the system for scheduling, maintaining and documenting preventative maintenance on vehicles and equipment.
- Scheduled vendors and outside contractors for miscellaneous jobs on- and off-site.

March 1998 – August 2001

BCD INC

Any Town, NY

Maintenance Mechanic

- Purchase parts, tools and shop equipment.
- Schedule vendors for installation of equipment.
- Implement preventive maintenance schedules.
- Maintain budget guidelines.
- Prioritize maintenance request.
- Repair/replace electrical systems for hydraulic presses.
- Maintain the hydraulics system for presses.

Kenneth Moore

- Maintain air compressors, HVAC systems, electrical and pneumatic systems throughout plant.

EDUCATION:

August 2001 – November 2001

A1 Institute

Successfully completed industrial hydraulics course

September 1987 - June 1991

NEW YORK HIGH SCHOOL

New York, NY

SKILLS:

- Solid background in the electrical/electronic field.
- Ability to read and implement electronic and mechanical drawings, schematics, and other technical documentation and test procedures.
- Excellent troubleshooting skills.
- Excellent mechanical skills.
- Solid background with personal computers.
- Experience with numerous software applications, including Windows and Microsoft Office Suite.
- Excellent leadership skills.

REFERENCES:

Available upon request

JeffTheCareerCoach.com