| Chemeria Templeton | 405 Grahm Dr.Longview, Tx. 75602**(903) 917-2145****ctempleton7784@gmail.com** |
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| EXPERIENCEHHS, Longview, Tx. — *Account Manager*Aug 2021 - Jun 2023* Communicating with clients to ensure that all of their needs are understood and addressed
* Building strong client relationships to maintain old business and acquire new customers
* Collaborating with various internal departments to ensure that they fulfill all customer requests
* Resolving complaints and keeping track of all processes that pertain to the client’s desires
* Collecting and analyzing data concerning consumer behavior to understand changing needs

M2 Assembler, Longview, Tx. — *Aaon Coil Products*Jul 2014 - Aug 2021* Sets up and operates a variety of manufacturing machines or equipment following written instructions in the English Language
* Disposes hazardous waste material on corresponding hazardous waste areas
* Maintains confidentiality in handling sensitive information or documents
* Records information on approved documents

**Trinity Industries**, Longview, Tx. — *Assembler*Apr 2009 - Jul 2014* Examine blueprints and drawings and take or read measurements for layouts and procedures
* Determine appropriate welding equipment or method based on project requirements
* Set up components for welding according to specifications
* Operate angle grinder to prepare parts that must be welded, and align components using calipers, rulers, and clamp pieces

EDUCATIONLongview High School, Longview, Tx. — *diploma*Aug 2001 - Jun 2005 |  |