| 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 |  |