Lhene Ilagan
Pinamucan Ibaba
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September 16, 2021

Dear Hiring Manager,

I'm applying for a position at your company. Based on the posted description, I'm confident that I am fully qualified for the position and will be a strong addition to your team. I would appreciate a job interview at your earliest convenience. Please find my resume attached.

I can be reached at the number above or at my email address.

Sincerely,

Lhene Ilagan

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Objective

- Seeking a Factory Worker position in which to put my years of experience and training to work to develop my career and enhance the growth of company.

Key Qualifications

- the ability to work well with others.
- to be thorough and pay attention to detail.
- the ability to operate and control equipment.
- to be flexible and open to change.
- patience and the ability to remain calm in stressful situations.
- physical skills like strength and coordination.

Work Experience

Senior Position, Company.   October 2013 - August 2019
Machine Operator,Tester, Powertech Technology Taiwan

- Operated the machines proficiently and checking the product samples.
- Kept an eye on feeding and running the machines.
- Ensured the quality of the end products.

Position, Company.   July 2010 - July 2013
Assembly,Tester,Inspector, Coretronic Taiwan

- Maintained the production unit by appropriate cleaning and sanitizing.
- Controlled the whole procedure of production.
- Ensured the quality of the end products.

Position, Company.   March 2008 - March 2010
Machine Operator, Shye Feng Nameplate Taiwan

Position, Company   November 2002 - July 2007
Quality Assurance, Pilipinas Kyoritsu Inc. Philippines

Education

<Your Degree>   June 1999
Pinamukan National High School

- Graduated with a 2.5 GPA.

References

Available upon request.