

Donny Miles
7447 River Pines Drive
Cypress, Texas 77433
832) 253-4259
dnice833314@gmail.com

OBJECTIVE

To obtain a suitable employment within a stabilize company ., The opportunity for growth within the company.

SUMMARY OF QUALIFICATIONS

Knowledgeable with standardized and professional tools, warehouse equipments and machines. Trained and managed 5 employees and achieved significant improvements in their productivity.

- Forklift certification
- Microsoft word
- Debt negotiator
- Data entry
- Collections

EMPLOYMENT HISTORY

Convergent Outsourcing Inc
Houston Tx 77041 {2017-Present

Duties:Payment,Customers,service,debt negotiating,Training on our computer programs, typing ,data entry

BlackHorseGolfClub:

Cypress,TX 77433(2013-2014)
Maintenance,Irrigation Assistant

Duties include:Landscaping, cut,trim trees grass ,rake sand traps ,plant bushes.flowers,repair ,replaces ,broke pipes sprinkler heads, pump water off course and out of traps.etc.

W.W.Bickerstaff Associates Inc:Houston,TX 77027 (2010-2012)

Instument Man

Duties include:Loading unloading equipment,setup Total Staiton,setup Prism,Reading Blueprints.,Enter points in log book,Using GPS,Direct surevy personnel to points to take shots for EDM.

Oyo Geospace; Houston, TX 77040 (2007-2009)

Machine Operator

Duties include; Forklift operator, operating extruder, cable twisting machines and CNC machine with the knowledge of machine operation, work orders and bending characteristics of wires,

metals, etc.

Toromont Energy Systems; Houston, TX 77095 (2006-2007)

Shipping and Receiving/ Mechanical Assembly

Duties include; stocking supplies, moving supplies with forklift, welding, tighten nuts and bolts on skids/ compression system.

Star Pipe Products; Houston, TX 77082 - (2005-2006)

Grinder

Duties include; forklift operator, grinding with hand, pencil mounted grinder, machining, assembling, coating and drilling.

New Process Steel; Houston, TX 77055 - (2004-2005)

-Machine Operator I

Duties include; operating a press machine, running assembly lines, and retrieving bundle of metal to be place on press machine.

Reed Hycalog; Houston, TX 77060 - (2002-2004)

Brazier/Grinder

Duties include; brazing and grinding pipes, drill bits and specialties tools. Welder helper.