
Folder Operator Resume

Job Objective

To obtain a Folder Operator position that will allow me to utilize my skills and has potential for growth.

Summary of Qualifications:

- Remarkable experience in operating binder machine within a printing environment
 - Extensive knowledge of a folder machine and bindery equipment operation
 - Immense ability to apply written instructions to machine set-up
 - Ability to set-up of straight line, auto bottom, and multiple fold styles of cartons
 - Exceptional ability to work varying shifts, overtime and weekends
 - Profound ability to work in a team environment
 - Ability to read, understand and carry out written instructions
 - Superior technical and mechanical skills
 - Excellent math and interpersonal skills
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Work Experience:

Folder Operator, May 2004 – Present
Deluxe Corporation, Farley, IA

- Resolved problems to maintain quality standards and kept binding equipment in running condition.
- Answered questions on lay outs, ticket information, set up and made-ready stage.
- Cleaned, lubricated and maintained assigned machine to ensure its optimum operation.
- Adhered to proper handling of hazardous waste, lock out – tag out rules and hearing and eye protection policies.

Folder Operator, March 2002– April 2004
Quad Graphics, Farley, IA

- Accurately and efficiently operated all printing, folding and gluing operations of the machine in accordance with proper setup techniques.
 - Operating machine at accessible power and speed.
 - Recommended to optimize program to meet cost, quality and objectives.
 - Conformed to company policy and procedure.
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Education:

High School Diploma, Colorado State University, Colorado, CO

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