

## Karena Hawea

13 Manuka Street

Whanganui

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### PERSONAL STATEMENT

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I am an experienced and skilled Overlooker and Machine Operator who values quality. I strive for perfection in my work and I have passion for learning new things. I cope very well under pressure and enjoy working in an environment which requires me to take an adaptable and flexible approach to my work. I work very well with others and enjoy making a positive contribution to the team.

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### EMPLOMENT HISTORY

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#### **Cavalier Spinners, Whanganui**

2002 - 2016

*Overlooker*

#### Achievements

- Promoted to Overlooker of the Twisting Department
- Multi skilled machine operator
- Committed and loyal employee of 14 years

#### Responsibilities

- Leading five staff ensure they follow processes and procedures and deliver a top quality product inline with company standards
- Qualified instructor of new staff on the overlooking procedure
- Skilled in operating industrial machinery safely
- Undertaking quality control checks throughout shift
- Solve problems as quickly and efficiently as possible to minimise downtime
- Close observance of Health and Safety practices to keep self and others safe

#### **Previous Employment**

1999 - 2002

*Provincial Hotel, Bar Man*

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## COMPETENCIES

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- Developed leadership skills from training and leading people
- Excellent computer skills
- Strong communication skills and team commitment
- Hardworking, ethical and loyal
- Mechanical aptitude and multi skilled Machine Operator

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## TRAINING

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- NZQA National Certificate in Occupational Health and Safety Level 1 (2014)
- Current First Aid Certificate

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## INTERESTS

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- Following kids sports
- Cars
- Motorbikes

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## REFEREES

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Brian Scott  
Cavalier Spinners  
Twilight Supervisor  
Phone: 06 349 2750 (after 3pm)

John Pervan  
Cavalier Spinners  
Supervisor  
Phone: 06 345 3665 (Home)