

Kingston Nguyen

(567) 555-1234 kingston.nguyen@example.com

linkedin.com/in/kingston-nguyen Toledo, OH 43606



SUMMARY

Passionate student pursuing an associate degree in a technical field with hands-on manufacturing experience. Proficient in analyzing and troubleshooting production processes, ensuring high performance and compliance with safety standards. Strong communicator capable of collaborating within diverse teams to achieve shared goals. Eager to utilize skills in data analysis, process improvement, and teamwork during this internship. Commitment to maintaining productive environments while adhering to best practices in safety and quality. Confident in providing valuable insights and solutions that contribute positively to the production floor.

EDUCATION

Associate Degree in Engineering Technology

2027

Toledo Community College GPA: 3.6

Toledo, OH

Coursework: Manufacturing Processes, Data Analysis, Safety Protocols, Technical Documentation

TECHNICAL SKILLS

- Data Analysis Tools:** Microsoft Excel, MATLAB, Minitab
- Project Management Software:** Trello, Asana, Microsoft Project
- Manufacturing Technologies:** CNC Machining, Injection Molding, Robotics
- Communication Platforms:** Slack, Microsoft Teams, Zoom
- Statistical Analysis Techniques:** Regression Analysis, ANOVA, Hypothesis Testing
- Document Management Systems:** SharePoint, Google Drive, Confluence
- Safety Compliance Standards:** OSHA Regulations, ISO 9001, Six Sigma
- Laboratory Equipment:** Spectrophotometer, Calipers, Microscopes
- Technical Writing:** Reports, Process Documents, Work Instructions
- Equipment Maintenance:** Preventive Maintenance, Troubleshooting, Calibration

SKILLS

- | | | | |
|---------------------------|---------------------------|-----------------------------|--------------------------|
| • Manufacturing Processes | • Microsoft Office Suite | • Production Optimization | • Quality Control |
| • Data Analysis | • Technical Documentation | • Cross-Functional Teamwork | • Continuous Improvement |
| • Safety Protocols | • Problem Solving | • Equipment Monitoring | • Risk Management |
| • Team Collaboration | • Statistical Analysis | • Experimental Design | |

EXPERIENCE

Student Lab Technician

January 2026 - Present

University Project

Toledo, OH

Supported execution of manufacturing studies in a simulated environment, enhancing understanding of equipment functions and workflow efficiencies. Collaborated with peers to monitor processes, identifying potential improvements in real-time.

- Collaborated with a team to monitor and analyze production processes in a simulated manufacturing environment.
- Implemented process improvements based on statistical analysis of production data, successfully enhancing quality metrics.
- Conducted experiments to test new methodologies, collecting and reporting data to demonstrate effectiveness.
- Developed training materials and provided on-the-job support to peers in laboratory settings.
- Maintained safety protocols and ensured compliance with environmental health standards during all lab activities.
- Interfaced with faculty and industry representatives to refine project objectives and deliverables.

Capstone Project Developer

September 2025 - December 2025

University Project

Toledo, OH

Led a capstone initiative focused on optimizing manufacturing workflows through data-driven decision making. Engaged cross-functional collaboration to yield practical solutions and outcomes reflective of real-world applications.

- Led a team in a capstone project focused on optimizing manufacturing workflows, utilizing process mapping techniques.
- Analyzed data from production simulations to identify bottlenecks, leading to actionable recommendations for improvement.
- Utilized Microsoft Excel for data analysis and visualization, enhancing communication of findings to stakeholders.

- Developed comprehensive documentation outlining project methods and results for presentation to faculty and industry experts.
- Conducted peer training sessions to share findings and best practices with students.
- Ensured all project activities adhered to safety and quality standards throughout the project lifecycle.

Academic Research Assistant

March 2025 - August 2025

University Project

Toledo, OH

Contributed to advanced research focusing on manufacturing technologies, assisting in data collection and analysis efforts critical for achieving impactful findings.

- Supported research initiatives focused on manufacturing technologies, contributing to data collection and analysis.
- Assisted in writing research reports highlighting findings and implications for the industry.
- Engaged with faculty to refine research questions and methodologies, promoting collaboration and innovation.
- Presented research outcomes at university forums, enhancing public speaking and presentation skills.
- Participated in workshops on manufacturing safety protocols, applying learned principles in research settings.
- Contributed to the development of a resource library for students on best practices in manufacturing processes.

LEADERSHIP & AWARDS

- Dean's List, Toledo Community College (2025)
- 1st Place, University Engineering Challenge (2026)

CERTIFICATIONS

- Microsoft Office Specialist 📅 2026
- OSHA 10-Hour General Industry Safety and Health 📅 2026

PROFESSIONAL AFFILIATIONS

- Member, Engineering Student Association (2025 – Present)
- Volunteer, Local Community Clean-Up Initiatives (2025 – Present)

LANGUAGES

- English (Native)
- Spanish (Intermediate)

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST