

Objective

Assistant Department Manager with 11 plus years of experience is looking for a challenging position with an organization open to new ideas to further their own growth and to ensure the success of their operations. My ideal position would involve collaboration with multiple disciplines, allow me to constantly learn, and have aggressive goals for growth and development. It would also benefit from my visionary personality, and leverage my strong technical skills.

Skills

Customer Service, Team Building, Microsoft Office, Inventory Management, Coaching, Public Speaking, Leadership Development, PowerPoint Presenter

Work Experience

Assistant Department Manager

Northrop Grumman Corporation - 2009 – Present

- Providing leadership to 85+ product engineers in day-to-day engineering and process guidance.
- Directly managed 10-15 senior staff engineers, and oversaw all tool and process improvement work.
- Initiating and executing the complete process revamp to optimize flexibility and effectiveness.
- The leader of the manager community of practice (volunteer group), and initiated the short course development committee. Increased attendance from less than one hundred per month to over a thousand.
- Leading the department training initiative, including the organization of all training for department, and creation of practical technical training courses to fill gaps in skills.
- Creating and successfully rolling out model-based engineering requirements method. This allows engineering to pull bills of material directly from the solid model.
- Establishing the communication practices considered "exemplary" by Directorate management.

Assistant Department Manager

ABC Corp - 2007 – 2009

- Planned and developed overhead and research projects, including technology roadmaps.
- Led development qualification of innovative thermal management devices, resulting in one patent, one active application, and one innovation award.
- Assumed department operational responsibility in the absence of the Manager.
- Maintained sales presentation through daily inspections, safety walks, and proper merchandising.
- Acted as the store manager on specific days to drive sales, handle customer issues and ensure the opening and closing procedures of the store are adhered to.
- Tracked the performance of products and summarize findings for the department manager.
- Ensured the floor is merchandise to a standard based on the merchandising requirements.

Education

Bachelor Of Science in Mechanical Engineering - 1993 to 1997(Purdue University - West Lafayette, IN)