

ROBERT SMITH

Assistant Production Supervisor/Manager

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

A knowledgeable, resourceful, creative, and energetic Manager, with 30 years of industry experience, who works well under pressure, with excellent problem-solving abilities and team-building skills, that is perceptive to the goals of the company and each task.

CORE COMPETENCIES

Machinery, Manufacturing, MRP Software Product, Flow Production, Leadership.

PROFESSIONAL EXPERIENCE

Assistant Production Supervisor/Manager

ABC Corporation - 2004 – 2005

Key Deliverables:

- Supervised 100 packaging division team members.
- Planned production of lubricating oil for automobiles.
- Engaged in the engineering and design of products with high quality.
- Allocated resources and implemented standardized processes to ensure product quality.
- Maintained inventory and procured raw materials.
- Collaborated with senior management to communicate and resolve quality and delivery issues.
- Played a key role in the research, development, production, and marketing of petroleum and petrochemical products.

Assistant Production Supervisor

Delta Corporation - 2001 – 2003

Key Deliverables:

- Cutting material for assembly.
- Operating single and double industrial sewing machines to produce play furniture and mats for children.
- Supervised and coordinated the activities of workers engaged in one or more occupations Reviewed production schedules and estimated worker-hour.
- Assist in design of custom dies and machinery Establish material required and place purchase orders“Set up, adjust and test manual milling, grinding.
- Provided advanced technical support for embroidery equipment and software - Performed regular inventory and quality control provisions.
- Find effective ways (reducing production cost, increasing production efficiency) to properly meet the sales orders.
- Ensure that GMPs are being applied and effectively utilized Train and develop a diverse group of employees (5-25) in the proper packaging.

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EDUCATION

Master of Science in Mechanical Engineering - (Southern Illinois University
Carbondale - Carbondale, IL)

