

ROBERT SMITH

Director Of Production I

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Challenging and rewarding position in a growth-oriented organization which offers diverse job responsibility and will fully utilize both my technical and managerial duties.

APRIL 2007 - SEPTEMBER 2010

DIRECTOR OF PRODUCTION I - ABC CORPORATION

- Responsible for thirty to fifty employees.
- Responsible for safety compliance, maintenance and facilities security.
- Implemented new processes in screen-print department including state of the art ink mixing system.
- Purchased and supervised the installation of new equipment including larger capacity printing press.
- Reduced the companys cost per impression by .03 based on impressions.
- Took over purchasing responsibilities for the print department.
- Managed the shipping department while the company searched for a replacement manager.

2005 - 2007

DIRECTOR OF PRODUCTION - DELTA CORPORATION

- Oversaw traffic and production at a small printing company, specializing in statement stuffers and post card programs.
- Oversaw client and department store approvals.
- Coordinated all paper purchases and inventory.
- Estimated, scheduled and produced magazine inserts for international publication.
- Partnered with supervisors from all departments and played a key role in automation of numerous processes.
- Assessed inventory levels and ensured optimal cost control and parts availability.
- Assisted GM as needed for special projects.

EDUCATION

Computer Science and Business - 1983(BALL STATE UNIVERSITY - Muncie, IN)

SKILLS

Scheduler, Strategic Sourcing, Process Improvement, Project Management.