

BENJAMIN LEE

District Operations Manager – Supervisor

✉ support@qwikresume.com ☎ (123) 456 7899 📍 Los Angeles

🌐 www.qwikresume.com



PROFESSIONAL SUMMARY

Accomplished District Operations Manager with 7 years of experience in leading operational strategies and enhancing team performance across diverse environments. Expertise in budget oversight, process optimization, and driving efficiency improvements. Proven ability to cultivate strong stakeholder relationships and implement innovative solutions that elevate operational success and customer satisfaction.

WORK EXPERIENCE

District Operations Manager – Supervisor

Maple Leaf Consulting

📅 Apr / 2021–Ongoing

📍 Toronto, ON

1. Oversaw operations for five plant managers, ensuring alignment with strategic goals.

2. Developed and managed a \$43M operating budget, achieving a revenue of \$97M.

3. Implemented process improvements that enhanced operational efficiency and effectiveness.

4. Collaborated with sales management to drive B2B sales initiatives.

5. Increased employee satisfaction ratings by six points through targeted engagement strategies.

6. Reduced operational overhead by an average of 7% annually, resulting in a \$10M favorable variance.

7. Streamlined district job functions to improve productivity and resource allocation.

District Operations Manager

Crescent Moon Design

📅 Apr / 2018–Apr / 2021

📍 Portland, OR

1. Managed oversight of 10 million square feet of commercial and retail properties.

2. Increased GSA Service Contract Sales from \$250,000 to over \$1M through strategic initiatives.

3. Directed a team of seven mechanical managers and over 75 engineering personnel.

4. Developed a comprehensive 2-year training program for future leaders in operations.

5. Led government contract start-ups, including HVAC operations at key federal sites.

6. Conducted inspections and supported construction projects, ensuring compliance with safety standards.

EDUCATION

Bachelor of Science in Business Administration

University of Virginia

📅 Apr / 2015–Apr / 2018

📍 Phoenix, AZ

Focused on operations management and strategic planning.

SKILLS



ACHIEVEMENTS

- 🏆 Increased operational efficiency by 15% through innovative process improvements.
- 🏆 Achieved a 20% reduction in operational costs by optimizing budget allocation.
- 🏆 Implemented a new training program that boosted employee satisfaction scores by 10 points.