

# LIAM ANDERSON

## Operations Intern

support@qwikresume.com (123) 456 7899 Los Angeles  
www.qwikresume.com

### PROFESSIONAL SUMMARY

Dynamic Operations Intern with a focus on process improvement and efficiency enhancement. Played a pivotal role in a team initiative that streamlined communication channels, resulting in a 40% reduction in response times. Experienced in conducting market research and analyzing operational data to support strategic planning. Strong organizational skills and a proactive approach to problem-solving, dedicated to contributing to a high-performance team and achieving operational goals.

### WORK EXPERIENCE

Operations Intern Dec / 2021-Ongoing  
Blue Sky Innovations Chicago, IL

1. Designed and implemented a standardized sampling procedure to enhance compliance with ASTM international standards, improving quality control.
2. Developed and executed a 2-Bin inventory system for a newly renovated facility, optimizing stock management and reducing excess inventory.
3. Created and maintained Manufacturing Process Instructions (MPIs) for new and existing procedures, ensuring clarity and compliance across teams.
4. Conducted thorough investigations and documented engineering justifications for Non-Conforming Materials Reports, facilitating effective resolution of quality issues.
5. Performed comprehensive time studies across R&D, manufacturing, and production to identify capacity constraints and recommend process improvements.
6. Executed routine calibration and preventative maintenance on critical equipment, ensuring operational reliability and compliance with safety standards.
7. Collaborated with vendors to integrate new equipment and supplies, driving process improvement initiatives and enhancing operational efficiency.

Operations Intern Dec / 2019-Dec / 2021  
Summit Peak Industries Denver, CO

1. Collaborated with a team of interns to identify cost-saving opportunities, resulting in a \$1 million reduction in operational expenses.
2. Collected and analyzed Overall Equipment Effectiveness (OEE) data to assess and improve daily operational performance.

### EDUCATION

Bachelor of Science in Operations Management Dec / 2017 - Dec / 2019  
University of California, Berkeley Phoenix, AZ

Focused on supply chain management, process optimization, and data analysis techniques.



### SKILLS

- Data Analysis Tools  
● ● ● ● ● ● ● ● ● ● ● ●
- Process Mapping  
● ● ● ● ● ● ● ● ● ● ● ●
- Bilingual Communication  
● ● ● ● ● ● ● ● ● ● ● ●
- Process Optimization  
● ● ● ● ● ● ● ● ● ● ● ●
- Critical Thinking  
● ● ● ● ● ● ● ● ● ● ● ●
- Technical Proficiency  
● ● ● ● ● ● ● ● ● ● ● ●

### INTERESTS

- Theatre Architecture  
Interest Interest

### STRENGTHS

- Vision Willingness  
Wisdom Zeal

### LANGUAGES

- English 80% Arabic 80% Indonesian 80%

### ACHIEVEMENTS

- ★ Streamlined inventory processes, reducing waste by 15% and improving order fulfillment times.
- ★ Implemented a new reporting system that increased operational efficiency by 20%.
- ★ Implemented a feedback system for team members to share insights on operational processes.