



AMELIA MOORE

Production Control Supervisor

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PROFESSIONAL SUMMARY

Accomplished Production Control Supervisor with over 10 years of experience in optimizing workflows and enhancing operational efficiency in manufacturing settings. Adept at leading cross-functional teams, implementing quality control measures, and managing production schedules to meet demanding targets. Committed to fostering a culture of continuous improvement and safety in fast-paced environments.

WORK EXPERIENCE

Production Control Supervisor 📅 Jun / 2018-Ongoing
Quantum Solutions LLC 📍 Phoenix, AZ

- 1. Provided technical guidance and oversight to a team of 52 personnel, ensuring optimal performance in production tasks.
- 2. Managed the preparation and maintenance of essential reports, schedules, and correspondence related to production control.
- 3. Implemented process improvements that enhanced the efficiency of manufacturing operations.
- 4. Trained military and civilian personnel on equipment operation and safety protocols, ensuring compliance with deployment standards.
- 5. Oversaw the inventory management of 677 support equipment items, optimizing resource allocation.
- 6. Ensured daily flight-line operational requirements were met, maintaining high operational readiness.
- 7. Automated production systems to streamline operations and improve output quality.

Production Control Supervisor 📅 Jun / 2015-Jun / 2018
Summit Peak Industries 📍 Denver, CO

- 1. Directed inbound and outbound material flow to support assembly operations efficiently.
- 2. Managed inventory optimization for 22 hourly associates, ensuring precise line-side accumulations.
- 3. Supervised both unionized and salaried employees in a Just-In-Time (JIT) manufacturing environment.
- 4. Ensured accuracy in inventory levels and maintained seamless operations through effective training and manpower distribution.
- 5. Led efforts to implement World Class Manufacturing practices to enhance operational excellence.

EDUCATION

Bachelor of Science in Business Management 📅 Jun / 2012 - Jun / 2015
University of Michigan 📍 Chicago, IL

Focused on supply chain management and operational efficiency.

SKILLS

Production Scheduling

● ● ● ● ● ● ● ● ● ●

Conflict Resolution

● ● ● ● ● ● ● ● ● ●

Performance Metrics

● ● ● ● ● ● ● ● ● ○

Equipment Maintenance

● ● ● ● ● ● ● ● ● ●

Regulatory Compliance

● ● ● ● ● ● ● ● ● ●

INTERESTS

🔭 Astronomy 🧘 Yoga

📷 Photography 📖 Reading Fiction

STRENGTHS

🔄 Pragmatism 🏳️ Determination

💖 Sincerity ✅ Accountability

LANGUAGES

🔄

English

🔄

Polish

🔄

Russian

ACHIEVEMENTS

- ★ Reduced production downtime by 15% through effective scheduling and resource allocation.
- ★ Implemented a quality control system that improved defect rates by 20%.
- ★ Streamlined production scheduling processes, resulting in a 20% increase in on-time delivery rates.