

# OLIVIA SMITH

Production Lead

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

## PROFESSIONAL SUMMARY

Results-oriented Production Lead with 2 years of hands-on experience in optimizing manufacturing operations. Skilled in team management, process improvement, and ensuring quality standards. Eager to leverage my expertise to enhance production efficiency and foster a safe, collaborative work environment.

## WORK EXPERIENCE

**Production Lead** Apr / 2024-Ongoing  
**Seaside Innovations** Santa Monica, CA

- 1. Supervised a team of six Hardware and PCB Assemblers to achieve production targets.
- 2. Conducted interviews and assessments for new production hires.
- 3. Delivered training on assembly techniques and schematic comprehension.
- 4. Managed material receipt and documentation for all projects.
- 5. Coordinated workflow to meet production schedules and quality standards.
- 6. Collaborated with engineering teams to troubleshoot and resolve operational issues.
- 7. Maintained accurate records and updated documentation to reflect changes.

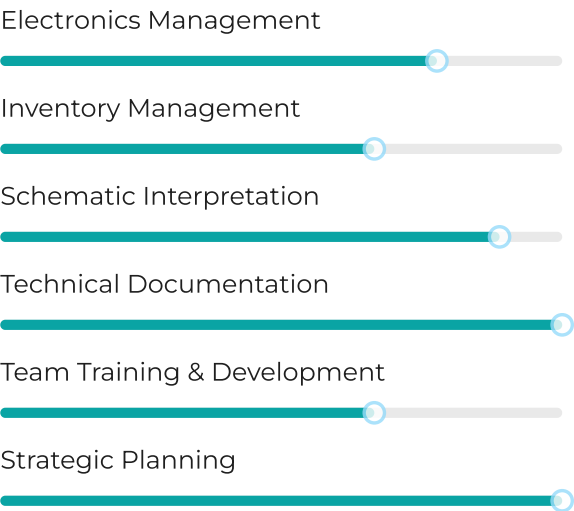
**Production Lead** Apr / 2023-Apr / 2024  
**Summit Peak Industries** Denver, CO

- 1. Operated industrial mixers and fryers to ensure product consistency.
- 2. Measured and prepared raw materials following batch specifications.
- 3. Scheduled daily production activities and staff assignments.
- 4. Performed quality inspections to ensure product compliance.
- 5. Monitored production goals to ensure targets were consistently met.
- 6. Maintained accurate data entry for production metrics and waste management.

## EDUCATION

**Bachelor of Science in Industrial Engineering** Apr / 2022 - Apr / 2023  
**University of Michigan** Toronto, ON  
Focused on manufacturing processes, quality control, and operational efficiency.

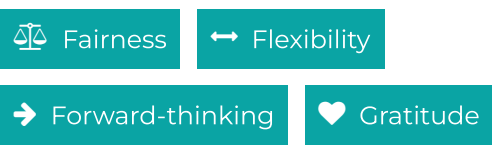
## SKILLS



## INTERESTS

- Gaming
- Fashion
- Film
- Technology

## STRENGTHS



## LANGUAGES



## ACHIEVEMENTS

- Increased team productivity by 15% through effective training programs.
- Reduced production errors by 20% by implementing quality control measures.
- Streamlined operations, leading to a 10% decrease in material waste.