

HARPER LEWIS

Evening Shift Lead

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PROFESSIONAL SUMMARY

Proficient Evening Shift Lead with 7 years of experience in optimizing production operations and enhancing team dynamics. Adept at managing schedules, ensuring compliance with safety and quality standards, and mentoring staff to achieve peak performance. Committed to fostering a collaborative environment that drives productivity and operational excellence.

WORK EXPERIENCE

Evening Shift Lead

WidgetWorks Inc.

📅 Mar / 2021-Ongoing

📍 Denver, CO

1. Oversaw evening operations, ensuring smooth workflow and adherence to production schedules.
2. Managed a team of operators, fostering collaboration and maintaining high morale.
3. Conducted safety inspections and enforced compliance with safety protocols.
4. Monitored production metrics to identify areas for improvement and implemented corrective actions.
5. Provided mentorship and training to new hires, enhancing their integration into the team.
6. Collaborated with management to optimize processes and reduce operational costs.
7. Maintained accurate records of production activities and inventory levels.

Second Shift Lead

Lakeside Apparel Co

📅 Mar / 2018-Mar / 2021

📍 Chicago, IL

1. Coordinated evening shift logistics to ensure timely delivery of products.
2. Streamlined communication between shifts to enhance operational continuity.
3. Trained staff on equipment operation and safety measures, resulting in zero accidents.
4. Implemented process improvements that increased efficiency by 15%.
5. Managed inventory and ensured proper stock levels to meet production demands.
6. Facilitated team meetings to address challenges and develop solutions collaboratively.

EDUCATION

Bachelor of Science in Business Management

University of Oklahoma

📅 Mar / 2015-Mar / 2018

📍 Santa Monica, CA

Focused on operational efficiency and team leadership skills.

SKILLS

Budgeting Skills



Supply Chain Knowledge



Regulatory Compliance



Employee Relations



ACHIEVEMENTS

- 🌟 Increased team productivity by 20% through effective scheduling and training.
- 🌟 Achieved 100% compliance with safety audits over two consecutive years.