

AVA DAVIS

Functional Manager

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PROFESSIONAL SUMMARY

Results-focused Functional Manager with 2 years of experience in enhancing operational efficiency and driving team success. Proven ability to lead cross-functional initiatives, optimize processes, and foster a culture of collaboration. Eager to leverage my skills in problem-solving and team development to contribute to organizational growth and achieve strategic objectives.

WORK EXPERIENCE

Functional Manager

📅 Apr / 2024-Ongoing

WidgetWorks Inc.

📍 Denver, CO

1. Managed all supervisory tasks, including personnel requirements, training, and performance evaluations to optimize team effectiveness.
2. Represented the organization in significant business events, fostering strong relationships with team members.
3. Championed lean practices, enhancing problem-solving capabilities and minimizing waste.
4. Ensured compliance with safety standards and maintained a clean work environment for all personnel.
5. Collaborated with quality assurance teams to uphold product standards and improve output quality.
6. Engaged with upstream and downstream departments to streamline processes and enhance product quality.
7. Established quality benchmarks for team members to elevate overall performance.

Section Manager

📅 Apr / 2023-Apr / 2024

Silver Lake Enterprises

📍 Seattle, WA

1. Provided mentorship and training to team members, preparing them for career advancement and skill development.
2. Led a team of 10 employees to consistently meet and exceed operational goals.
3. Evaluated employee performance and recommended necessary corrective actions to enhance productivity.
4. Reported on section performance directly to upper management, ensuring transparency and accountability.
5. Coordinated a three-shift operation, optimizing workflow and resource allocation.
6. Developed training materials that improved onboarding processes for new hires.

EDUCATION

Bachelor of Science in Business Administration

📅 Apr / 2022-Apr / 2023

University of California

📍 Phoenix, AZ

Focused on management principles and operational strategies.

SKILLS

Performance Evaluation

Training Development

Lean Management

Safety Compliance

ACHIEVEMENTS

- 🌟 Implemented a new training program that improved team productivity by 15%.
- 🌟 Reduced operational costs by 10% through effective resource management.
- 🌟 Facilitated cross-departmental collaboration that enhanced project delivery timelines by 20%.