

---

## Apparel Production Manager Resume

---

### Job Objective

Qualified Production Manager seeking situation that allows me to use my knowledge to gain business for the company and to bring about positive change.

---

### Highlights of Qualifications:

---

- Admirable experience in developing products, performing regular quality assurance and managing outdoor activities
  - Profound knowledge of apparel brands and constructions
  - Thorough knowledge of Adobe Photoshop and Illustrator
  - Remarkable ability to multitask and prioritize work
  - Exceptional ability to work with various groups of people
  - Skilled to perform regular analysis on projects
  - Ability to complete work within schedule
- 

### Professional Experience:

---

Production Manager  
FDD, Buffalo, NY  
October 2008 – Present

- Coordinated with various foreign buying offices for everyday activities.
- Assisted costing team and negotiated with vendors on various prices and schedule of products.
- Managed contracts and prepared required paperwork for open stocks.
- Administered product team and obtained required approvals and maintained deliveries.
- Evaluated all customer requests and ensured timely resolution of all.
- Supervised working of employees and trained if required in work process.
- Maintained and updated reports for distribution work.
- Performed regular checks on open to buy process.

Apparel Production Developer  
VF Corporation, Buffalo, NY  
August 2003 – September 2008

- Maintained records for development of various sales samples and fabrics.
- Performed regular tests on fabrics and trimmed it to ensure compliance to quality requirements of organization.
- Administered and prepared list of all sales samples and prepared deliveries for sample tests when required.
- Monitored all pre production sample requests and updated specifications whenever required.
- Managed all production sketches and recorded any specifications for production activities.
- Developed final production specifications and sent it to various factories.

Apparel Production Assistant  
Forever 21, Buffalo, NY  
May 1998 – July 2003

- Administered everyday activities of all overseas office.
  - Maintained knowledge on size breakdowns and updated all barcodes and retail prices.
  - Evaluated new factory facilities and ensured maintenance of all purchase order.
  - Managed purchase orders and special stores according to organization regulations.
  - Coordinated with factory and fabric departments and oversaw inventory of fabric.
- 

### Education:

---

Bachelor's Degree in Applied Management  
Macon State College, Macon, GA

[Build your Resume Now](#)