

---

## Business Unit Leader Resume

---

### Job Objective

Seeking work as a Business Unit Leader in which to utilize my educational background and past experience to fullest potential.

---

### Summary of Qualifications:

---

- Extensive experience in technical and business field
  - Thorough knowledge of manufacturing environment
  - Solid understanding of principles and concepts of Quality Systems, ISO and Lean Principles within manufacturing
  - Proficient with Microsoft office and ERP system
  - Excellent leadership, management and motivational skills
  - Strong analytical, critical thinking and communication skills
  - Ability to negotiate and build consensus for resource needs
  - Ability to perform problem solving and solutions with peers, subordinates and management
- 

### Work Experience:

---

Business Unit Leader, August 2005 – Present  
Ascend Performance Materials, Sacramento, CA

- Analyzed Business Unit financial results and determined variance from standards.
- Participated in the annual capital budget process for improvement, equipment modification and expansion of the division to meet sales demand.
- Administered the expenditure of budgetary funds to carry on business unit operations.
- Achieved annual budget and financial targets.
- Recommended improved techniques to improve margin performance.
- Conducted cost reduction program throughout the business unit.

Business Unit Leader, May 2000 – July 2005  
Altria Group, Sacramento, CA

- Managed resources and staffing levels within the business unit to meet production, compliance, and team and project requirements to achieve objectives.
  - Determined and provided support for team and individual development needs.
  - Identified coaching opportunities with teams and individuals for performance improvement and administered reward, recognition and consequences.
  - Coordinated production and planned activities of business unit.
  - Ensured adherence to meet established schedules and assured effective execution of work processes.
  - Reviewed major complaints from customers and resolved them.
  - Produced quantities of finished goods that supported the corporate sales objectives.
- 

### Education:

---

Bachelor's Degree In Business Administration, Southern Adventist University, Collegedale, TN

[Build your Resume Now](#)