

INDUSTRIAL PRODUCTION MANAGER RESUME

Summary:

An enthusiastic, highly motivated individual with years of quality industrial engineering, operations, warehouse control and logistics warehousing experience; highly dependable and has innate ability to achieve high productivity standards and quality of work; an effective teamleader with a proven ability in the effective management of resources that contributes to productivity yield; ensures on-time deliveries and accurate data gathering and management; possesses the ability to work with minimal supervision, can adapt to changing environments and inter-cultural environments; maximizes budgets and handles production considering strict time constraints, without compromising quality of work; excellent interpersonal skills and is able to communicate and collaborate effectively with co-workers from all levels

Professional Experience:

Industrial Production Manager January 2007 – Present
Show Group, San Diego, CA

Responsibilities:

- Studied operations and communicated with technical or administrative personnel to resolve production of processing problems
- Appointed, molded, assessed and discharged staff, and found solutions on personnel grievances
- Organized and came up with inventory and cost control programs
- Prepared and maintained production reports and personnel records
- Set and monitored product standards
- Developed and implemented production tracking and quality control systems

Operations Manager June 2004– January 2007
Field Entertainment, Palmetto, FL

Responsibilities:

- Managed the customer service, payment processing and fraud detection and prevention teams
- Dealt with resource distribution
- Interviewed and reported on full-time and part-time employees
- Supervised office staff
- Maintained office records

Production Supervisor February 1999 – May 2004
Albrecht Group, Milwaukee, WI

Responsibilities:

- Studied operations and communicated with technical or administrative personnel to resolve production of processing problems
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Operations Manager June 2004– January 2007
Field Entertainment, Palmetto, FL

Education:

Master of Science in Management, Stanford University, CA, 1999
Bachelor of Science in Business Administration Major in Management, Stanford University, CA, 1997

Skills:

- Excellent command of the English language, Written and Verbal Communication
- Uses innovative approach and interpersonal, organization and relationship-building skills
- Driven and determined
- Good communication skills, both written and verbal
- A creative approach to new campaigns
- Good negotiating and interpersonal skills
- Commercial and market awareness, for pricing and analyzing data

- Good numeracy skills and a knowledge of logical statistics
- A high standard of computer literacy and proficiency

Awards and Honors:

American Management Association, Member
The Association for Operations Management, Member

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