
Production Specialist Resume

Job Objective

Seeking position as a Production Specialist in which my abilities as a specialist can be utilized to the fullest.

Highlights of Qualifications:

- Admirable experience in managing FXO products and service offerings
 - Exceptional knowledge of HTML design concepts
 - Thorough knowledge of print environment and associated principles
 - Remarkable ability in managing professional relations with customers and vendors
 - Sound ability to multitask and finish work within deadline
 - Excellent communication skills in both oral and written forms
 - Skilled to work on Internet and SMS programs
 - Proficient in resolving all problems
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Professional Experience:

Production Specialist
IDEXX Laboratories, Inc., Elmhurst, IL
May 2006 – Present

- Ensured compliance to all safety and technology standards.
- Managed supply chain process and assisted in defining all production goals.
- Monitored all operating procedures and provided updates whenever required.
- Coordinated with maintenance department and ensured equipment repairs and inspected same.
- Participated in all environmental and safety incident investigation.
- Maintained performance metrics and ensured achievement of business goals.
- Developed and planned all contractor activities and related transitions.

Production Specialist
Goodyear, Elmhurst, IL
March 2003 – April 2006

- Assisted product and equipment engineers and prepared plans for process improvement,
 - Developed various systems for ensuring process improvements and performed audits for same.
 - Designed and implemented waste and cost plans for support team development.
 - Ensured maintenance of health environment in compliance with government standards.
 - Coordinated with Area Managers and managed floor level.
 - Monitored process and recommended process improvement.
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Education:

Bachelor's Degree in Manufacturing Engineering
Hartwick College, Oneonta, NY

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