
Program Scheduler Resume

Job Objective

Looking for a job as Program Scheduler.

Highlights of Qualifications:

- Remarkable experience in developing and managing program schedule and associate equipments
 - Outstanding knowledge of OEM scheduling tools
 - Immense knowledge of Material Requirements Planning (MRP)
 - Exceptional ability to multi task and prioritize work
 - Immense ability to develop program schedules and status
 - Ability to negotiate with all clients
 - Ability to develop interpersonal relationships
 - Solid understanding of acquisition program schedule, MTO and production management software's
 - Ability to develop, plan and status program schedules
 - Proficient with MS Power Point presentation software
-

Professional Experience:

Program Scheduler
Tesco Corporation, Fresno, CA
August 2007 – Present

Responsibilities:

- Participated in all design review and program review meetings.
 - Provided technical support to program reviews and audit.
 - Developed request for proposal and associate contracts for programs.
 - Maintained subject matter expertise in all support meetings.
 - Provided support to acquisition management in all phases.
 - Developed all required documents for programs and evaluated products.
 - Planned acquisition strategies and evaluated various proposals.
 - Analyzed schedule for overarching programs and scheduling tools.
-

Program Scheduler
Tybrin Corporation, Fresno, CA
May 2004 – July 2007

Responsibilities:

- Provided assistance and training to junior schedulers.
 - Developed program schedules in coordination with upper management.
 - Monitored all variances in schedule and maintained record of percentages.
 - Provided assistance to support departments for all meeting schedule requirements.
 - Participated in program meetings and resolve all issues.
 - Established all constraints in program schedule and recommend improvements.
 - Designed program schedule in coordination with customers and suppliers.
 - Implemented schedule as per scheduling performance metrics.
-

Education:

Bachelor's Degree in Engineering
West Liberty University, West Liberty, WV

[Build your Resume Now](#)