***CONTACT DETAILS***

1737 Marshville Road,

Alabama

(123)-456-7899

[info@qwikresume.com](mailto:info@qwikresume.com)

**www.qwikresume.com**

***SKILLS***

Supervisor, Mechanic, Quality Control, Microsoft Office, Forklift Operator, Supervisor, Manufacturing, SAP, Leadership, Excel

***LANGUAGES***

English (Native) French (Professional) Spanish (Professional)

***INTERESTS***

Climbing Snowboarding Cooking Reading

***REFERENCES***

Reference – 1 (Company Name)

Reference – 2 (Company Name)

Robert Smith

***Production Supervisor II***

# PERSONAL STATEMENT

A high experience QA/Production Supervisor who enjoys solving productions problems and lead employees to an effective and efficient work environment. A Bi-lingual with extensive experience in packaging, productions, maintenance, and manufacturing equipment. Excellent interpersonal skills collaborate with customer teams to identify and remedy quality issues. Well-versed in all aspects of production including inventory control, quality improvements, safety programs, scheduling, and maintenance. To obtain a challenging and enhancing position in a successfully Company which allow for growth and a chance to incorporate and contribute my education, job experience, and leadership skills.

# WORK EXPERIENCE

## Production Supervisor II

### ABC Corporation - October 2008 – Present

*Responsibilities:*

* Supervising about 80 employees from pre-sale and mixing rooms to packaging and shipping areas.
* Directing and coordinating activities of personnel in the manufacturing of the pancakes and quality assurance to attain production goals consistent with cost, quality, and delivery requirements.
* Reviewing and establishing material, equipment, and manpower resource requirements.
* Coordinating production activities with other functional groups such as planning and distribution.
* Selecting and developing personnel to ensure the efficient operation of the production function.
* Administering safety programs in order to provide a safe and clean workplace for employees.
* Evaluating the process specifications periodically to determine if they accurately reflect the process requirements and review process steps and reduce inefficiencies.

## Manufacturing/Production Supervisor

### ABC Corporation - April 2004 – June 2007

*Responsibilities:*

* Supervised 65 employees from placements to test areas on different production lines.
* Conferred with management, production, and marketing staff to determine manufacturing feasibility, cost-effectiveness and customer demand for new and existing products.
* Reviewed and establish material, equipment, and manpower resource requirements.
* Coordinated production activities with other functional groups such as planning and distribution.
* Selected and developed personnel to ensure the efficient operation of the production function.
* Responsible for the maintenance of manufacturing equipment, ensuring

both preventive maintenance programs and repairs.

* Administered safety programs in order to provide a safe and clean workplace for employees.

# Education

BA in Business Administration - 2003 (Interamerican University - Aguadilla, PR)General Studies - (Hawkeye Community College - Waterloo, IA)High School Diploma - (Creston High School)