

# Robert Smith

## *Production Supervisor II*

### CONTACT DETAILS

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### 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

### 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)

- 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)