

---

# John Smith

---

Address Line 1

Address Line 2

Sunderland, Post Code.

Telephone: 0191 123456. Mobile: 0795 123456. Email: johnsmith123@eamil.com

## SHIFT / PRODUCTION MANAGEMENT

◆ SAP ERP - SAP APO - MRP - JIT - 5s -TPM- Kanban ◆

Over 15 years experience in the automotive sector and 3 years in the food and drink industry. Strong leadership skills gained in a management capacity within a SAP ERP / APO multi-product environment. Impressive record of establishing new control systems (design, implementation and development), meeting company standards and objectives within set budgets, Health and Safety regulations and quality standards. Believing that problem solving skills, multi-tasking, and effective team-working significantly increases efficiencies and productivity, decreasing downtime and reducing costs. Now looking to make a continued significant contribution within a similar position in the North East.

## AREAS OF EXPERTISE

- Reducing downtime
- Change Management
- SAP / MRP / JIT / Kanban / 5s/TPM
- Trouble shooting / problem solving
- Cost savings / forecasting
- Supply Chain Development
- Team Leadership / Building
- Lean Manufacturing
- Waste Reduction
- Purchasing / Negotiating
- Continuous Improvement
- Inspections / audits
- Health & Safety
- Optimizing Output
- QA/QC and HACCP

## PROFESSIONAL DEVELOPMENT

IOSH.	Health and Safety	2006
TQM	Total Quality Management Certificate	2003
SAP 3	Production Order and Stock Control.	2006
Various courses:	Manual Handling, ANF, Communicating Effectively and other courses commensurate with area of expertise above.	

## PROFESSIONAL EXPERIENCE AND SIGNIFICANT ACHIEVEMENTS

### SHIFT MANAGER AND TEAM LEADER (PACKAGING)

*Apr 03 - Present*

Company A, Dunston, Gateshead

Shift Management responsibilities, in charge of the whole site's packaging operations, keg plant, bottle line and warehouse, including production, materials management, engineering and quality control (3 Teams (production lines) 8 staff per team) and keeping the lines going at optimum levels. Maintaining output and quality on all products. Using Advanced Scheduling / SAP APO / SAP ERP production planning techniques.

- Maximized production runs and team efficiencies.
  - Increased Bottle Line TRS from 28% to 58% whilst reducing losses, and minimizing inventory holdings.
  - Responsible for department quality, cost, Health and Safety, absence and performance, KPI targets.
  - Reduced minor accident rate by 10% department scores increased to 75% - no major injuries (IOSH).
  - Maintained output, quality on all products and controlled statistical process.
  - Developed scheduling systems, designed and organised a new work area and formulated production plans that optimised output against service targets and dramatically improved quality of products
  - Liaised between departments that harmonized demand with key production capacity.
  - Trained Shift Managers and Team Leaders in modern day production techniques and time management.
  - Established Improvement Team: Increased performance from 18% to 65% - Met 100% of keg performance.
-

---

## PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS (CONTINUED)

### **MATERIALS CONTROLLER**

*Apr 02 - Feb 03*

#### Company B, Sunderland (welding and fabrication for the offshore industry)

Responsible for ensured conformity with documentation and procedures, identifying and distributing materials to production areas. Maintaining accurate documentation records throughout each contract for client auditing and contract completion pass off. Liaised with client and oversaw modifications to original drawing requirements.

- Planned production, ordered raw materials, packaging and purchases within specifications and budget.
- Analysed manufacturing and material availabilities against customer demand.
- Developed scheduling systems, and production plans that optimized output against customer service targets.
- Consistently exceeded annual turnover targets.
- Decreased stock deficit. Planned and facilitated staff training.
- Negotiated materials with UK suppliers.
- Assisted the Marketing Department in New Product Development and Product Launches.

#### As Quality Inspector:

- Administered maintenance of production equipment, production area and co-ordination of manufacturing.
- Maintained BS5750, ISO 9002 Quality Standards.
- Involved in weekly quality meetings with customers / production.

N.E.C.C Computer Literacy Training

*Feb 2003 - Apr 03*

#### Company C, Sunderland Limited, (Piston Ring Manufacturers) (1987-2003)

### **PRODUCTION MANAGER**

*2001 - 02*

- Managed 3 Shift Managers and 64 Production Employees on the Aftermarket Cell.
- Communicating to board level, involved with cross-functional problems in liaison with other departments.
- Implemented Health & Safety procedures. Maintained Quality Standards
- Planned and met all production targets.
- Achieving successful wind-down of aftermarket cell 3 weeks ahead of target.

### **SECTION MANAGER**

*1992 - 00*

- Managed one shift of high volume production cells approximately 18 machine operators.
- Increased company profitability after reducing the number of machining operations that increased capacity and improved customer service. Thereafter, achieved 24hr production throughout appointment.
- Increased steel production from 17K to 165K per week whilst improving quality of products.
- Full HR responsibilities including recruitment and staff training.

### **INSPECTION MANAGER**

*1990 - 92*

- Managed 48 inspection employees. Final Inspection Dept.

### **SEMI-SKILLED MACHINE OPERATOR**

*1987 - 90*

- Operated 2 purpose built turning machines manufacturing piston rings.

---

## PERSONAL

*Status:* Married, 3 children.  
*Mobility:* Full clean driving licence.  
*Born:* 1965.

*References available on request.*