**Komine Ding**

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Shanghai, Shanghai 200070

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**Scheduler Production**  
  
Seeking a position as production scheduler, where I can use my training and experience in all areas of manufacturing in order to become an asset to your company.

**Summary of Qualifications**

|  |  |  |
| --- | --- | --- |
|        Production Scheduling |        Review Presets |        Update Sales |
|        Commercial |        Parts Locations |        Expedite Orders |
|        New order |        Check Inventory |        QA Trial Orders |
|        Quick lineups |        Computer Issues |        Material Specs |
|  |  | |

**Professional Experience**

**XYZ Manufacturing, Shanghai** 2000 - 2004  
  
**Scheduler-Production**

* Created weekly production schedules.
* Amend schedules to accommodate sales or customers.
* Monitor finished goods inventory.
* Schedule finished goods to off location warehouses.
* SKU forecast from bulk product

**ABC Inc. Shanghai** 1998 - 2000  
  
**Scheduler-Production**

* Enter all inventories for upcoming orders into system.
* Held on to my inventory variance of .1% on inventory valued at over $4 million.
* Worked on team to create new software for order tracking through the plant.
* Sales contact on a daily basis to accommodate customers due date.

**Education and Professional Training**

1998, Shanghai University, Bachelors Degree in Liberal Arts