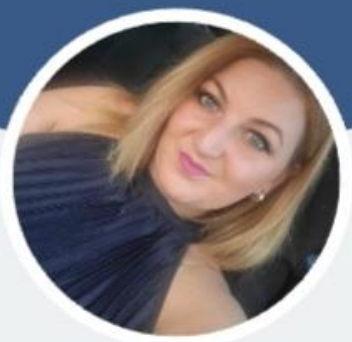








Stefanija Angelovska Nikolov



Personal details

-  Stefanija Angelovska Nikolov
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-  Sveti Nikole Sveti Nikole
-  North Macedonia
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Skills

- Data Entry & Typing (45 WPM)
- Microsoft Excel / Google Sheets
- Production planning
- Production line management
- Quality inspection
- Safety management
- Materials management
- Cost reduction
- Cost control
- Capacity planning
- Manufacturing operations
- Continuous improvements
- Training skills

Profile

Detail-oriented and highly organized professional with 7+ years of experience in production management and planning. Proven track record in managing data through Excel, ensuring accuracy, and optimizing workflows. Skilled in team coordination, documentation handling, and problem-solving. Seeking to transition into a remote data entry role where I can apply my attention to detail and administrative skills in a fast-paced digital environment. Multi-talented Production Manager experienced in diverse industrial environments. Profit-motivated collaborator with ingenuity in troubleshooting complex productivity obstacles. Creative leader with motivational supervisory methods.

Education

B.Sc. in Textile Engineering Sep 2013 - Oct 2017
University of Goce Delcev, Stip

Employment

Production Manager Nov 2021 - Present
Texport, Skopje

- Managed and maintained Excel-based reports and production schedules
- Handled documentation, ensured data accuracy and traceability
- Coordinated teams of up to 20 people, optimized reporting efficiency
- Implemented cost-saving and process-simplification strategies

Production Planner Nov 2019 - Oct 2021
Texport, Skopje

- Scheduled production runs using Excel and internal planning tools
- Maintained detailed records and followed up with suppliers and internal teams
- Supported daily data updates and KPI reporting

Production Supervisor Nov 2017 - Oct 2019
Texport, Skopje

- Supervised production staff and daily operations
- Documented and monitored product quality and quantities

Quality Inspector Sep 2016 - Oct 2017
SAMA Company, Sveti Nikole

- Performed data recording and defect tracking
- Created quality reports for internal analysis

Resource allocation

Strategic planning

Raw materials handling

Cause and effect analysis

Workflow optimization

Staff management

Safety monitoring

Equipment monitoring

Time Management & Organization

High Attention to Detail

Problem-Solving

Work Ethic & Communication

Team Collaboration

Adaptability to Digital Tools

Dedication to product quality

Problem-solving abilities

Teamwork and collaboration

Languages

Macedonian

English