

Alix Webb

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"Highly adaptable and team-oriented engineer with experience in web development, project management, process development and improvement, process change control, and quality auditing"

SKILLS

- **Web Development:** CSS, HTML, JavaScript, JQuery, AJAX
- **Lean and Six Sigma Tools:** Standard Work, A3 problem solving, PDSA (Plan, Do, Study, Act), 5 Why root cause analysis, Kaizen, Value Stream Mapping, 5S workplace organization, Kanban
- **Computer Literacy:** ERP software (Oracle), electronic drafting (AutoCAD), Nintex for SharePoint workflow development, Advanced MS Office: Word, Excel (including writing macros in VBA), Visio (process flow creation), Access, Project and PowerPoint
- **Communication:** Technical writing, public speaking
- **Internal Soft Skills:** Self-awareness, self-compassion, accepting criticism, critical thinking and problem solving, resilience, perseverance, emotional management, perceptiveness, growth mindset
- **External Soft Skills:** Collaborative teamwork, effective communication, managing conflict, adaptability
- **Leadership:** JTEKT Engineering Training Program, Lead Auditor and Audit Coordinator (ISO 9001 and IATF 16949), Project Team Management, Trainer for various systems and processes

WORK EXPERIENCE

JTEKT Corporation

Greenville, SC

Senior Project Engineer

April 2018 – Present

- Managed cross functional teams for major business process improvements, including identifying the project scope and key contributors while developing and executing a project plan
- Led a Kaizen project to create and implement standardized processes across North American manufacturing plants for ordering, visualizing, sharing and reducing indirect inventory
 - Completed and gained top management approval for a capital planning proposal for over \$300,000
 - Improved process efficiency by identifying value-added and non-value-added activities
 - Implemented process improvements, developed standard operating procedures, and conducted training
 - Reduced inventory by a total of \$9 million in a one-year period
- Managed the annual ISO 9001/IATF 16949 quality management system (QMS) audit process as the JTEKT Greenville site's Lead Auditor and Audit Coordinator
 - Support the integration of new processes into the Greenville site's QMS
- Managed critical change requests at JTEKT manufacturing plants (North America, Europe, and Japan) by working with the plants, Sales, Application Engineers, etc. Ensure customer requirements regarding changes are met.
 - Lead a Kaizen event for the process of customer acceptance of change requests, and follow through on implementation and standardization of the solution
 - Develop new training courses for the Management of Change process within the Learning Management System, JTEKT Learning Center (JLC)

JTEKT Corporation

Greenville, SC

Change Control Engineer

February 2015 – March 2018

- Project manager for critical change requests at JTEKT manufacturing plants. Managed several high-profile change requests which affected production processes, product design, and supply chain.
- Managed developments to JTEKT's Management of Change (MOC) software and ensured internal customer expectations were met
- Assisted with the integration of additional manufacturing plants into JTEKT's MOC system
- Managed changes coming from Japan and Europe that affected North American customers and developed a new process for how JTEKT handles changes originating outside of North America
- Developed an understanding of customer-specific requirements and worked with applications engineering and sales to ensure customer requirements were met regarding change requests
- Developed training material, including process flows, procedures, job descriptions and videos
- As lead auditor, managed 2016 and 2017 ISO/TS 16949 internal audits at JTEKT's Greenville site
- Participated in the 2015, 2016 and 2017 ISO/TS internal audits as an auditor

- Assisted with the audit planning form and daily agenda for the 2016 ISO/TS 16949 and 2017 ISO 9001 and IATF 16949 external audit
- Led the Greenville site's transition to the new quality management system standards (ISO/TS 16949:2009 to ISO 9001:2015 and IATF 16949:2016) by completing a gap analysis and following up on action items

JTEKT Corporation

Greenville, SC

Program Engineer, Sales and Engineering Training Program

June 2014 – January 2015

- Completed activities, projects, and learnings among other deliverables for the program, while spending 2-3 months working at each of JTEKT's three technical center locations
- Visited ten JTEKT plants to gain knowledge of JTEKT/Koyo products and processes
- Enhanced technical skills related to product design, manufacturing, and development
- Developed business and professional skills needed to satisfy employer expectations
- Gained an understanding of workplace culture and company style
- Improved interpersonal skills utilized in business and team collaboration

Volvo Trucks

Dublin, VA

Sr. Industrial Engineer Intern

April 2012 – May 2014

- Managed over thirty operators on the production line and handled assembly issues
- Performed Kaizen improvements from self-formed and operator-generated ideas
- Optimized work among operators to increase and equalize utilization while reducing costs
- Documented and enhanced line balances and conducted time studies through MOST
- Introduced new products and product changes to production by coordinating with other engineers as well as assembly workers

Ametek Rotron

Woodstock, NY

Manufacturing Intern

May 2011 – August 2011

- Conducted, documented, and reported experiments related to assembly issues
- Assisted in the introduction of new products to the production floor
- Contributed to the development of tools to improve manufacturing operations
- Created production drawings and templates using KeyCreator
- Coordinated with suppliers to determine costs and lead times of capital equipment
- Researched and reported cost reductions related to "make" versus "buy" of components

EDUCATION

Virginia Polytechnic Institute and State University

Blacksburg, VA

B.S. Industrial and Systems Engineering

May 2014

Minor: Green Engineering

Georgia Institute of Technology

Atlanta, GA

Full Stack Web Development Boot Camp

November 2020

CERTIFICATIONS

- ISO 9001:2015 and IATF 16949:2016 Certified Lead Auditor
- OSHA 30

ACTIVITIES AND VOLUNTEER EXPERIENCE

STEM Committee Team Member, JTEKT North America's Greenville Site (Mar. 2017 – Present)

iMAGINE Upstate Board Member, SC's Coalition for Mathematics & Science (Sept. 2018 – May 2019)

Safety Committee Team Leader, JTEKT North America's Greenville Site (Jan. 2017 – Jan. 2019)

Event Committee Team Member, JTEKT North America's Greenville Site (Jan. 2017 – Jan. 2019)

Hands on Greenville Community Service Event (2016, 2018)

Undergraduate Liaison, Institute of Industrial Engineers Student Chapter (2012 – 2013)

Ergonomics Sub-team Member, Formula SAE, Virginia Tech Motorsports (Spring 2013)

Alpha Omega Epsilon, Professional and Social Engineering Sorority (Spring 2011 – 2014)

Team Captain, Relay for Life at Virginia Tech (2010 – 2014)

Big Event Community Service Project at Virginia Tech (2010 – 2014)