

# Alix Webb

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## SUMMARY

Highly adaptable and team-oriented Full Stack Web Developer and Project Manager with experience in process development and improvement, process change control, and quality auditing

## SKILLS

- **Web Development:** CSS, HTML, JavaScript, JQuery, AJAX, React.js, Express.js, Node.js, MongoDB, MySQL
- **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:** Amazon Web Services (AWS), 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, listening, open-mindedness
- **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 – August 2020

- 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
  - Supported 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.
  - Led a Kaizen event for the process of customer acceptance of change requests, and follow through on implementation and standardization of the solution
  - Developed 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

- Managed critical and high-profile change requests at JTEKT manufacturing plants, 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  
B.S. Industrial and Systems Engineering  
Minor: Green Engineering

Blacksburg, VA  
May 2014

Georgia Institute of Technology  
Full Stack Web Development Boot Camp

Atlanta, GA  
November 2020

## CERTIFICATIONS

- Full Stack Web Development
- 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 – Aug. 2020)  
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)