CRAIG PAUL NOVAK

Address: 17810 60th Ave W Lynnwood, WA 98037

Phone: 425-492-4730 Email: craignovak@yahoo.com

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Professional Summary | | | | | |
|  | Industrial Engineer with over ten years of experience focusing on developing efficient processes, utilizing lean manufacturing techniques, and performing process validations. | | | | |
| Technical Competencies | | | | | |
| Process Validation  Mfg Operations Support  Project Management | | | Lean Manufacturing  Process Design  Time Standards | Standard Work  Data Analysis  Ergonomics | |
| Value Stream Mapping | | | Facilities Layout Design | Capacity Planning | |
| Experience | | | | | |
| JAN 2015 –  JAN 2017  SEPT 2014 –DEC 2014  APR 2010 –APR 2013  DEC 1999 –APR 2009 | | Boeing **–** Everett, WA (Contract)  **Industrial Engineer** *- 777 Program*   * Developed processes for 777 POU kitting. * Supported 777 Material Integration Center during the startup of production in a new facility. * Data collection of kit requirements from manufacturing. * Recorded all kit requirements in KMI database. * Defined shop floor system requirements for POU kit pick process. * Analysis of kit data and production schedule. * Developed spreadsheets to provide kit pick lists / kit requirements.   Depuy Synthes (Johnson&Johnson)– Monument, CO (Contract)  **Manufacturing Process Engineer**   * Generated and executed process validations (IQ/OQ/PQ) on implantable class 2 medical devices. * Developed a process validation specification for CNC/maching processes. * Performed remediation (GRQP) of validation protocols. * Updated process documentation.   Philips Healthcare - Ultrasound **-** Bothell, WA  **Process Engineer**   1. Performed process validation for sustaining engineering changes on multiple ultrasound systems. This process validation included: technical reports, process change documentation, build documentation, production line impact, and process risk analysis (FMEA). 2. Applied lean manufacturing principles (e.g. value stream analysis, 5s, takt time, kanbans, kaizens, line balancing, one-piece flow) within process improvement projects. 3. Developed standard work processes for final operations of the production line. Operations included: system cleaning, accessory kitting, and final ERP transactions. 4. Supported ultrasound system production lines in compliance with FDA regulations (21 CFR 820) and ISO 13485. Products built as a class 2 medical device. 5. Responsible for developing and maintaining production build documentation (e.g. assembly instructions, process specifications, supporting procedures, and production variances). 6. Provided lean manufacturing and mfg operations perspective input to NPI process development. 7. Represented process engineering during CAPA reviews and corrective action response teams. 8. Reviewed product design changes to access manufacturability and production line impact. Reviewed and signed off on part drawings submitted for approvals.   Jabil Circuit **-** San Jose, CA  **Project Engineer**   1. Successfully installed and sustained the first system assembly process for a medical product within the facility. 2. Supported the development of a new medical product from prototype to production release within a compressed timeframe. This effort included the assisting of product release at overseas location. 3. Lead lean manufacturing and process improvement activities that reduced both the direct labor and overhead costs. 4. Supported the facility’s certification of ISO 13485. 5. Submitted DFM reviews to customer for both prototype and production level products. 6. Lead corrective action (CAPA) and process review activities. 7. Managed both the SMT and system assembly process. 8. Contributed to the quoting of a new product which was then brought to the facility.   **Industrial Engineer**   1. Successful installation of the manufacturing process and layout for new customers to the plant. Developed both prototype and production processes. 2. Performed continuous improvement / lean techniques to optimize the process. 3. Quoted the system assembly process for new plant-level customers. 4. Co-managed a plant level re-design project with a budget of $1.5M, which affected all functions of plant operation. 5. Maintained a master plant layout drawing within Autocad. 6. Coordinated line changes and layout reconfigurations. 7. Supported product transfers in/out of the facility 8. Balanced support for both customer and plant level requirements.   **Quality Engineer**   1. Responsible for leading quality improvement activities within the workcell. 2. Supported the product quality at both the PCBA and system assembly level. 3. Data and root cause analysis for process defects. 4. Reported process/quality data to the customer on a weekly basis. | | | | |
| Accomplishments | | | | | |
|  | | *Pre-Ship Process Optimization*   * Consolidated the system cleaning and accessory kitting operations for multiple ultrasound system production lines. * Developed standard work. * Eliminated a unneccesary pre-staging part kitting operation. * Results – Cost reductions in the following areas: Travel distance by 80%, Cycle time by 20%, Inventory levels by 40%, and Floor space by 40%.   *Manufacturing Line Re-balance*   * Re-designed production lines to accommodate a change in customer demand. * Allowed operations to flex resources between different areas. * Reduced bottlenecks between assembly workstations | | | |
|  | | Lean Manufacturing Initiative   1. Lead the lean manufacturing effort within the workcell.  * Conducted weekly meeting with all operating functions (purchasing, planning, production, engineering, and program management) to track and manage the project. * Reported progress to upper management and presented a summary of project to entire plant operations.  1. Used the following tools to achieve process improvement: Value stream mapping, 5S, QRQC, Kanbans, and One-piece flow. 2. Results - Cost reductions in the following areas: Manpower by 40%, Floor space by 10%, Shipping cost by 50%, and Assembly time by 20%.   Plant Layout Restructuring   1. Restructured the customer specific operations to current demand. 2. Designed new layout configurations for four separate plant operations within the building. 3. All changes made on schedule and within the budget.   Product Transfers to Lower Cost Regions   1. Developed the transfer plan which delivered all the necessary data, equipment, and documents needed for the partnering site. 2. Successfully transferred production to oversea locations including Scotland, Mexico, and China. | | | |
| Education | | | | | |
| California Polytechnic State University, San Luis Obispo, CA  Degree: **Industrial Engineering,** Bachelor of Science  Graduation Date: June 1999 | | | | |
| Computer skills | | | | | |
| Applications: MS Office, MS Project, MS Visio, MS Excel, AutoCAD, Adobe Acrobat, Agile, and SAP.  Programming Languages: Visual Basic. | | | | |