**JASON COWARD**

**[Jayward72@yahoo.com](mailto:Jayward72@yahoo.com" \t "https://electron.textnow.com/_blank)**

**Ilderton, Ont.**

**Cell: 519-671 2968**

**Objective: To seek permanent full time employment in a growing company.**

**PROFILE**

\*Proven ability to work under time pressure and meet tight deadlines.

\*Proficient in the use of Microsoft Windows, Word, Excel and Power point.

\*Interact well with staff members; resolve problematic situations in a diplomatic manner.

\*HACCP and WHMIS certified.

\*Forklift certified.

\*Valid D License

\*First Aid and CPR Training

**EDUCATION**

***St. Mary’s DCVI*** ***1996***

Grade 12

***COLLEGE COURSES 2002-2007***

Adaptive Leadership

Harassment and Discrimination

Motivating Others

Priority/Time Management

5S for Manufactures

Health and Safety Level 1 & 2.

**EXPERIENCE**

***Warehouse Supervisor (Solis Mexican Foods Inc.)***

\*Supervised the loading and unloading of goods, assuring that items were handled with care and place

accurately in warehouse.

\*Developed and updated time schedules and delivery tours for truckers.

\*Initiated improvements in teamwork efficiency in freight warehouse, by clarifying area of responsibility and

promoting communication between office and warehouse.

***Production Supervisor (Solis Mexican Foods Inc)***

\*Supervised, co-ordinate and schedule the activities of workers

\*Established methods to meet work schedules and co-ordinate work activities with other units.

\*Resolved work problems and recommended measures to improve productivity and quality.

\*Requisitioned materials and supplies.

\*Trained staff in Job duties, safety procedures and company policy

\*Prepared production and other reports

***Warehouse Manager*/ *Supervisor (Griffco/Brose Canada-seat assembly-Crystal)***

\*Develop strategic approaches and creative solutions to cost effectively shop product

\*Management and Organization of staffing requirements as per customers needs (Ex. Brose Canada)

\*Detailed billing and reporting of grafts and charts to costumers

\* pick up at plant and bring sorts to warehouse

\*Supervised Staff of 20-30

\*Plan and organize production capacity

\*Monitor and control performance,cost, process, quality, delivery, housekeeping, absence etc in accordance with company requirements

\*Ensure compliance with policies and procedures of the company including Health and Safety

***Production Supervisor (Northstar Windows and Doors)***

\*Drive safefty, quality, delivery and production requirements on a daily basis.

\*Teach and ensure 5S Methodology to maintain a neat and orderly workplace.

\*Supervise a crew of 35

\*Supervised, co-ordinate and schedule the activities of workers

**EMPLOYMENT HISTORY**

1998-2003 **Lead Hand** Solis Mexican Foods Inc.

2003-2006 **Warehouse Supervisor** Solis Mexican Foods Inc.

2006-2013 **Production Supervisor** Solis Mexican Foods Inc.

2013-2015 **Warehouse Manager** Griffco Quality Solutions (automotive quality control)

2015-Current **Production Supervisor** Northstar Windows and Doors

**REFERENCES**

**Mike Love**

**Plant Supervisor**

**Solis Mexican Foods Inc. Plant #2 519-852-7908**

**Jon Cater**

**Plant Manager**

**Solis Mexican Foods Inc. Plant #2 519-280-5254**

**Jason Arthur**

**Senior Supervisor**

**Northstar Windows and Doors 226-377-8454**