

## Functional CV Sample

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### **Objective**

Process management opportunity that utilizes my communication and analytical skills to influence organizational growth and bottom line profitability.

### **Achievements**

#### **Research Information and Analyze Options**

- Researched and purchased better heat exchanger that alleviated our heat loading problem. Saved company four to six hours of downtime per eight-hour shift and improved product yield at extruder.
- Purchased and refurbished used gearbox as spare. Saved 12 days downtime and eliminated risk involved to rebuild critical pieces of equipment. During emergency rebuild we are down 2 days rather than 2 weeks.

#### **Manage People and Projects**

- Successfully led refurbishment campaign on all three extruder gearboxes. Pro-active rebuild of gearboxes puts downtime at two days rather than two weeks.
- Reallocated resources during two-week annual shutdown so that no down time was encountered and all projects finished on time.

#### **Extrapolate Essential Data**

- Proved that product quality issue was not due to equipment processing parameters. Product design team discovered fault in their print test methods.
- Evaluated trends of real time data on AFG grinder. Proactive identification of problem prevented coarse particle contamination.

#### **Utilize Subject Matter Expertise to Influence Management Decisions**

- Determined capital project would need to be undertaken pro-actively to avoid having to use our business resumption plan in the event of catastrophic failure. Company will save about 1 million dollars.
- Created viable process for extrusion, during new product development, with no start-up difficulties.

#### **Effective Communication Throughout the Organization**

- Implemented safety related information to senior staff, peers and subordinates.
- Frequently requested to explain processing issues involving extruder and batching processes. Provide technical information to senior management as well as operational information to the process operators and managers on the floor.

## **Working Experience**

**Senior Process Engineer / Technical Support, 2005 – Present**  
ABC Corporation

**Process Engineer / Technical Support, 2000 – 2005**  
ABC Corporation

**Technical Professional, 1997 – 2000**  
ABC Energy Services

## **Education**

**2012 International Hellenic University, Thessaloniki, Greece**  
MSc in Energy Systems

**2005 University of Michigan – Michigan, USA**  
BSc in Chemical Engineering, 1996

**Graduate level coursework towards an MBA with Financial Emphasis, XYZ University, USA**  
Organizational Communication, The Economic Environment, Management of Organizational Behavior, Accounting & Finance Environment, Marketing Management, Human Resource Management and Administration, Legal Environment of Management,

## **Professional Development**

**VFSD –Selling Skills Seminar**  
VFSD Corporation

**ISO 9001:2000 – Internal Audits for Organizational Success**  
Business Solutions, Inc.

## **References**

Available upon Request