1. Reviewed schedules and suggested key improvements to develop leaner and more cost-effective manufacturing processes.
2. Aligned production operations to meet higher standards and maximize returns.
3. Designed improvements to equipment to optimize worker productivity.
4. Oversaw all engineering operations for company with $[Amount] in yearly revenue.
5. Coached and assisted employees with adapting to new processes.
6. Generated detailed reports covering analysis of key data and outlining potential solutions.
7. Planned and forecasted labor hours for new processes and customers, reducing hours by [Number]% to save $[Number].
8. Created policies and procedures for quality assurance, best practices and project management.
9. Managed team of [Number] engineering, production and quality assurance personnel.
10. Identified problems and recommended new processes to improve efficiency and reduce costs.
11. Adhered to social distancing protocols and wore mask or face shield at all times.
12. Handled [number] calls per [timeframe] to address customer inquiries and concerns.
13. Delivered [product or service] to customer locations within specific timeframes.
14. Proved successful working within tight deadlines and fast-paced atmosphere.
15. Developed and maintained courteous and effective working relationships.
16. Managed team of [number] employees, overseeing hiring, training, and professional growth of employees.
17. Exceeded goals through effective task prioritization and great work ethic.
18. Served customers in a friendly, efficient manner following outlined steps of service.
19. Actively listened to customers' requests, confirming full understanding before addressing concerns.
20. Maintained and repaired facilities, equipment and tools to achieve operational readiness, safety and cleanliness.