1. Completed and submitted monthly and yearly [Type] reports to support executive decision making.
2. Determined most effective approaches to new projects by reading and analyzing blueprints, drawings and sketches.
3. Communicated with other team members to enhance process and performance.
4. Performed root cause analysis and implemented corrective actions.
5. Supervised entire production process and prepared proper documentation for dispatch.
6. Designed and conducted [Type] trials to determine equipment and machine performance capabilities.
7. Complied with all federal, state and local work safety policies and regulations.
8. Designed and incorporated process design improvements.
9. Inspected all machines and equipment and provided necessary repairs.
10. Created engineering documentation, including manufacturing processes, equipment specifications and change notices.
11. Analyzed product and process and provided actionable solutions including changes to processes, products or quality standards where warranted.
12. Directed [Number]-person production team to introduce efficient methods of production.
13. Maximized productivity by [Number]% by developing and implementing innovative production processes for new and existing products.
14. Procured raw materials essential for supply chain by negotiating with supply chain vendors.
15. Practiced lean principles, which led to improvements in workflow and quality and waste reduction.
16. Performed [Timeframe] production studies and machine analysis to identify any quality and process problems.
17. Identified risk mitigation actions to reduce injuries, accidents and hazards in production environment.
18. Implemented [Type] process improvements to increase yields, improve quality and reduce downtime.
19. Used [Software] to create [Timeframe] budget and expenditure reports.
20. Decreased defect rate by [Number]% by applying process capability analysis and creating weekly defect reports.