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