**FUNCTIONAL RESUME**

Maria Alvares

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555 Sunny Blvd.

Long Island, NY

**SUMMARY**

Quality-driven and industrious production manager with over three years of experience streamlining operations to create competitive production volume, schedules and standards. Identifies waste and inefficiencies to implement targeted improvement strategies.

**SKILLS AND ABILITIES**

**Creating Efficiency**

Created fast-paced operations schedules to encourage high-volume production and reliable shipment times. Implemented quality assurance procedures to reduce waste and material damage, successfully reducing material costs by 10%

**MANAGEMENT**

Managed 30+ warehouse employees including machine operators, logisticians and transportation workers. Conducted monthly safety meetings to ensure the work environment operates efficiently and without hazards.

**QUALITY ASSURANCE**

Oversaw production, performing random quality checks and ensuring best practices were followed. Created fast-paced operations schedules to encourage high-volume production and reliable shipment times.

**EXPERIENCE**

**Retail Ocean, Production Manager**

Oversaw all safety and quality assurance processes for reliable shipment times and increased customer satisfaction.

**River Tech, Production Supervisor**

Managed warehouse employees and production performance to ensure efficient logistics from end to end.

**EDUCATION**

Green Valley State, 2008–2012

**Bachelor of Science in Supply Chain Management**

Forklift Certified