

**NAME**

Address (optional), phone, email

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**Professional Summary / Highlights**

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Masters Engineering Management CAEM • Project Manager • Continuous Improvement  
Product Design Manager • Capital/Operating Budgeting • Statistical Quality Control  
PMP Course Certification • Launch Management • Led Project Success • Reduced Costs  
Increased Revenue • Reliability Engineering • DFMA • Lean Six Sigma Green Belt & 5S  
Value Added Leadership • Business Development/Vendor Relations • Top 5% National Sales Award

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**Education**

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**Masters in Engineering Management, WESTERN MICHIGAN UNIVERSITY**, Kalamazoo, MI  
Current - Completion in April 2020. Coursework: Operations, Production and Supply Chain  
Management, Project Management, Continuous Improvement, Reliability Engineering, FMEA and DFMA.  
**Biomedical Engineering, GRAND VALLEY STATE UNIVERSITY**, Allendale, MI course work including  
Mechanical Engineering, Pre-Medical, Business, Statistics and Finance. 2009-2016  
**Bachelor of Science Industrial Design, WESTERN MICHIGAN UNIVERSITY**, Kalamazoo, MI 1991

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**Professional Practices & Qualifications**

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**Operations / Program / Project Management**

- Engineered and targeted highest priority initiatives using principles of continuous improvement process and Six Sigma.
- Mobilized meetings & kaizen events for improvements in capacity as leader and facilitator.
- Capitalized CIO tools: VSM, Time and Motion studies, cellular manufacturing, Kanban, setup and lead times, pull systems, plant layout, supply chain, Gantt, and SOP.
- Orchestrated team initiatives to achieve goals of waste reduction in process, quality and cost.
- Originated and completed successful programs with company and customer directives through Project Management processes of goals, tasks, effective communication and budget reviews.
- Collaborated in a cross-functional strategic team including program management, engineering, accounting, and manufacturing 5+years.
  - Results: more cohesive strategic planning results.
- Operations manager for new prototype coatings department 2+years.
  - Results: efficient and fully operational center within plant layout requirements.
  - Coached, motivated and demonstrated authentic leadership to production staff.
  - Results: meet management requirements for profit center prior to goal of 1 year.
- Reduced roadblocks that arose during project execution and facilitated problem solving with appropriate internal and/or external customers in an expedient manner.
  - Results: to improved customer relations and long-term stakeholder satisfaction.
- Completed capital budget reports including detailed project timelines and monetary objectives to meet stakeholder requirements.
  - Results: Effective communications and cost analysis.
- Leadership in product/prototype production team.
- General manager for multiple project teams with 10+ years of construction remodeling and design services with +\$200,000 budgets.

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**Professional Practices & Qualifications (continued)**

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### **Sales Engineer**

- Top 5% in national sales won Golden Eagle Award.
- Initiated and developed national and international client relationships from a zero database to working on \$1.2 million in single order and over \$4.5 million in pipeline.
- Captured business contracts for \$7.7 million in injection molded part sales and an additional \$4.4 million in tooling capital.
  - Results: Doubled annual sales
- Committed to strategically planning, developing and attaining significant market expansion.
  - Results: 14% to more than 90% and a sales attainment of 160% through strategic relationship development and adherence to industry-specific best practices in plastic injection molding and coatings industry.
- Industries and types are Automotive, Software, Construction, Plastics, Paint and Coatings.
- Consistently exceeded all performance goals and sales metrics.
- Proficient in CRM and SAP/ERP Quotes, Sales Orders, BOM and PO to shipment confirmation and tracking information.

### **Software Applications**

- Developed national SOPs and other standardized materials as part of comprehensive training program in computer software industry.
- Coached, trained and mentored US based Customer Service Representatives call team to meet company mission statement using industry-specific best practices.
- Created and performed continuous improvements on a web-based help desk for procedural efficiencies in customer solutions for both internal and external clients.
- Software proficiencies include Gantt, Critical Chain, Critical Path, MS Excel and VBA, MS Word, MS Project, Crystal Ball and PowerPoint, Mac - Pages, Number and Keynotes, Turning Point, Active Training Strategies, C+ programming, , AutoCAD Inventor, and FEA.

### **Quality and Engineering**

- Established and coordinated with internal resources and vendors in compliance of ISO 9001 system QS9000, ISO9001, APQP, 5S Auditor and Six Sigma Green Belt certified.

LinkedIn: URL

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### **Employment History**

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Full Time Graduate Student WESTERN MICHIGAN UNIVERSITY, MI	DATES
Project Coordinator, COMPANY NAME, GRAND RAPIDS, MI	DATES
Continuous Improvement Project, COMPANY NAME, GRAND RAPIDS, MI	DATES
Employer 3	Dates
Employer 4	DATES
Clubs, Professional Organizations, Volunteer Work etc.	

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