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| John Doe**Operations Manager** | | | | | | | | | | | | | | |
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|  | P |  | **(204) 555-5555** |  | E |  | [email@email.com](mailto:email@email.com) |  | A |  | **City, Province** | | |
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| Profile | | | | | | | | | | | |  |  | |
| Key Skills | |
| * I am an experienced and very adaptable, accomplished management and operations professional who has been successfully leading teams and proactively improving processes for over 15 years. I’m actively seeking an engaging opportunity to use my proven professional skills and strengths, as well as my significant past experience, to bring high value to a new organization. | | | | | | | | | | | |  | * Workforce management * Operational Improvement * Budgeting * Manufacturing Managment * Project Management * Sales Management * Freight PLanning * Strategic PLanNing * Business Development * SKILLED NegotiatOR * Resiliency, ADAPTABILITY  Education **University of Manitoba – 2018**  Bachelor of Commerce with hons  Major, Supply Chain Management  **Canadian Manufacturing Courses:**   * Just In Time Inventory (JIT) * Materials Resource Planning * Capacity Planning * Inventory Management * Master Scheduling * Supply Chain Management * Lift Truck Certificate   **High School Diploma**  Shaftsbury High School,  Winnipeg, Manitoba | |
| Experience | | | | | | | | | | | |
| *September 2018 – March 2020*  Maintenance Company LTD – Operations Manager, Winnipeg  *- Commercial cleaning supplies and equipment provider*  Accomplishments:   * Achieved 58K per year in cost savings through vendor negotiation * Improved employee engagement with implementation of a safety program and employee social ideas   *March 2004 – September 2018*  Industrial Company LTD – Branch Manager, Winnipeg & Saskatoon  *- North America’s largest distributors of industrial products and services*  Accomplishments:   * Restructured manufacturing process to increase profit margins from single 7% to 35% * Reduced company’s inventory by approximately 50% * Accomplished strategic renovation of entire facility to make improvements and significantly improve safety standards. Developed budget for renovation with the sale of unused equipment * Changed packaging processes to save 40% on each skid * Developed JIT inventory process leading increased customer satisfaction and returned business   *October 1999 – March 2004*  Manufacturing Company LTD – Manager, Industrial Sales Division  *- Manufacturer and distributor of industrial parts for the automotive*  Accomplishments:   * Directed a multi-functional team while incorporating a unionized shipping team * Increased functionality by working with employees, this led to a 30% increase in volume. | | | | | | | | | | | |
| References | | | | | | | | | | | |
| [Available upon request.] | | | | | | | | | | | |