



MICHAEL ANDERSON

Production Planner

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SUMMARY

A highly motivated and detail-oriented Production Planning Engineer with over 5 years of experience in the manufacturing industry. Adept at developing production schedules, optimizing processes, and ensuring efficient material flow. Possess strong analytical skills and a proven track record of reducing production costs while improving quality and delivery times. Experienced in collaborating with cross-functional teams to implement lean manufacturing principles, resulting in significant improvements in productivity and waste reduction.

WORK EXPERIENCE

Production Planner ABC Manufacturing Co.

Jan 2023 - Present

- Developed and managed production schedules to meet customer demand while minimizing inventory costs.
- Implemented a new ERP system that increased data accuracy and reduced order processing time by 30%.
- Collaborated with engineering and quality assurance teams to ensure adherence to production specifications.
- Conducted regular capacity planning analysis to identify potential bottlenecks and propose solutions.
- Trained team members on lean manufacturing practices and tools, resulting in a 15% increase in productivity.
- Monitored key performance indicators (KPIs) to assess production efficiency and drive improvements.

Junior Production Engineer XYZ Corp.

Jan 2020 - Dec 2022

- Assisted in the development of production plans aligning with sales forecasts and inventory levels.
 - Utilized statistical analysis to forecast demand and adjust production schedules accordingly.
 - Participated in weekly meetings with suppliers to coordinate material deliveries and resolve issues.
 - Supported process improvement projects that led to a 10% reduction in waste.
 - Documented production processes and developed training materials for new hires.
 - Analyzed production data to identify trends and recommend adjustments to optimize efficiency.
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EDUCATION

Bachelor of Science in Industrial Engineering

Sep 2019 - Oct 2020

ADDITIONAL INFORMATION

- **Technical Skills:** Production planning, Lean manufacturing, ERP systems, Data analysis, Process optimization, Team collaboration
- **Awards/Activities:** Successfully reduced production lead time by 20% through process re-engineering initiatives.
- **Awards/Activities:** Recognized as Employee of the Month for outstanding contributions to a major project.
- **Awards/Activities:** Achieved a 98% on-time delivery rate through effective planning and coordination.
- **Languages:** English, Spanish, French