

# COMBINATION RESUME

**John Doe**

**Address:** 123/1, Astoria Lane, City, State 75645   **Contact:** 222/555-7242

**Email:** professional.emailname@somemail.com

---

## SUMMARY

- 3+ Years of work experience as Operations Manager in ABC Tech.
- 2 Years of work experience as Quality Control Manager in XYZ.
- Expertise in scheduling operations and delegating work.
- Lean Six Sigma Black Belt certificate holder.
- Strong leadership skills with an eye for detail.
- Diligent and strategic problem solving.

## EDUCATION HISTORY

---

SOME University

MS in Industrial Engineering (2006-2008)

GPA- 3.2

ANOTHER University

BE in Manufacturing Technology (2002-2006)

GPA- 3.0

## EMPLOYMENT HISTORY

### ABC Tech.

Operations Manager

January 2013 - Present

---

Role

- Supervising the overall manufacturing process.
- Managing the supply chain of the Manufacturing process.
- Minimizing downtime by devising creative solutions to problems.
- Assisting and supervising maintenance and quality engineers.
- Scheduling the process and delegating tasks.

### XYZ

Quality Control Manager

January 2011 - January 2013

---

Role

- Supervising the manufacturing process for effective quality output.
- Supervising quality check of final batch using both Destructive and Non-Destructive testing.
- Using principles of Total Quality Management for achieving high quality standards at every step of the process.

### QWERTY

Associate Maintenance and Quality Engineer

January 2008 - January 2011

---

Role

- Fast and effective maintenance at the time of breakdown to minimize downtime.

- Compiling the detailed report of each batch.

## **SKILLS**

---

- Leadership and creative problem solving.
- Strategizing and delegating tasks.
- Hard Working, organized and detail oriented.
- Knowledge Microsoft Office tools Like Word, Excel, PowerPoint and Outlook.

## **REFERENCES**

---

- Teacher Name  
Professor Emeritus, Department of Mechanical Engineering in SOME University  
Contact Number  
Email Address
- Boss Name  
VP of Operations in ABC Tech.  
Contact Number  
Email Address