# **Delinda Keal**

**Production Manager** 

# **Profile**

I am a Production Manager with over 5 years of experience in the industry. I have a proven track record of managing and coordinating production activities to ensure efficient and cost-effective operations. I possess excellent communication, organizational, and problem-solving skills which enable me to effectively manage all aspects of production while ensuring compliance with safety regulations. My ability to work well under pressure has allowed me to successfully meet deadlines despite challenging circumstances. I am confident in my ability to provide effective leadership and contribute positively to any organization

# **Employment History**

# Production Manager at West Virginia Public Broadcasting, WV

Jun 2022 - Present

- Reduced production costs by 10% through process improvements.
- Increased productivity by 15% through better utilization of resources.
- Implemented new quality control procedures that reduced defects by 25%.
- Negotiated favorable terms with suppliers that saved \$100,000 annually.
- Developed and implemented a training program for new employees which reduced turnover by 50%.

# Assistant Production Manager at West Virginia Radio Corporation, WV

Aug 2017 - May 2022

- Led a team of 15 production employees and successfully completed all daily tasks within budget.
- Increased departmental efficiency by 25% through process improvements.
- Implemented new safety procedures that reduced workplace injuries by 50%
- Trained and developed 5 new supervisors, who are now leading successful teams themselves.
- Negotiated with suppliers to reduce costs by 10%, while still maintaining quality standards.

### Certificates

**Certified Production Manager (CPM)** 

Mar 2021

Certified in Production and Inventory Management (CPIM)

Sep 2019

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(920) 613-8589

• 1012 Smith St, Charleston, WV 25301

#### Education

# Bachelor of Science in Industrial Engineering at West Virginia University

Aug 2012 - May 2017

Some skills I've learned are time management, organization, leadership, and teamwork.

#### Links

linkedin.com/in/delindakeal

#### **Skills**

Communication
Organization
Planning
Time Management
Budgeting
Scheduling
Negotiation

#### Languages

English