

# PERFORMANCE CV EXAMPLE

Colin Carter

## PROFILE:

A Senior Production Executive with a wide range of experience in the print industry. Able to work on own initiative and as part of a team. Proven leadership skills involving managing, developing and motivating teams to achieve their objectives. First class analytical, design and problem solving skills.

## MAJOR ACHIEVEMENTS:

- Implemented a new 8colour press.
- Achieved 90%+ press usage
- Achieved BS5750 for the production line.
- Solved major quality assurance problems that temporarily halted production.

## EXPERIENCE:

1989 – date **Total Print Ltd**

Total Print manufacture a variety of printed products and services from repro to complex mailpacks

1992 – date **Senior Production Manager**

- Managed all Production in Total Prints' Manchester factory and reported directly to the Operations Manager.
- Managed a team of 6 people, assigning tasks and motivating them to meet deadlines.

1989 – 1992 **Production Manager**

- Worked in all areas of Print Production, managed team of 4 people.
- Analysed the quality assurance system and made recommendations for improvements.
- Examined equipment in the factory to check that it met the company standards.

1985 – 1989 **Printworks LTD.**

Printworks manufacture a wide range of printed Products.

1986 – 1989 **Production Manager**

- Managed range of sheetfed presses.
- Produced monthly performance studies.
- Conducted a study of suppliers to negotiate best prices.

**1985 –1986 Production Assistant**

- Operated presses producing range of printed products.
- Solved and fixed any production line problems with the help of the engineer

**TRAINING:**

Various courses including The BS5750 Quality Approach, Time Leadership I and II, Time Management, Report Writing.

**EDUCATION AND QUALIFICATIONS:**

BSc. (Hons) 2.2 in Mechanical Engineering at the University of Warwick (1985)

3 'A' Levels Maths (A) Biology (C) Chemistry (C) 6 'O' Levels

**PERSONAL DETAILS:**

Date of Birth: 25<sup>th</sup> February 1965

Marital Status: Single

Driving Licence: Full, clean

Address: 24 Manchester Drive, Mansfield, S Yorks

Email [parney333444@hotmail.com](mailto:parney333444@hotmail.com)

**INTERESTS:**

Football, Motor racing, Physical fitness.

**REFERENCES:**

Available upon request