

# Robert Tamayo

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Over 38 years of management experience in manufacturing, production flow, control, planner & finish goods., On time delivery, Safety, Quality, Productivity, PPMH, GMP, Inventory accuracy, Control, Planner & Master scheduler., Warehouse, Document control, ECO's & ECR's.

## **Del Monte - Aurora**

### **2019-Present**

Production Fresh Cut Produce Manager

- Provide leadership and direction driven by safety, quality, productivity, inventory accuracy & on time delivery on a daily basis.
- Manage and oversee all aspects of production within.
- Partner with various departments, including Warehouse, Shipping and Receiving and Quality Assurance, to coordinate efforts to improve quality and reduce costs, while maintaining adequate labor and resource utilization, to achieve maximum yields.
- Prepare and discuss production plan with Production Supervisors on a weekly/daily basis
- Review production goals with staff, on a daily basis, to determine if goals were met. If not, determine what factors prevented the attainment of production goals in order to apply appropriate remedial measures.
- Track labor and yield efficiencies for each shift. Implement changes in manpower to improve productivity yields.
- Maintain the proper labor force and ensure facility is operating within established labor budget.
- Oversee production staff training to develop product knowledge and skills.
- Work closely with the Production Supervisors to ensure orders are completed in a timely manner.
- Ensure consistent availability of quality raw materials and packaging.
- Ensure compliance with all preparatory and processing procedures.
- Ensure compliance with all cut and pack size specifications, volume, quality, labeling, packaging and other product related guidelines.
- Coordinate sample production and assist with new product development.
- Partner with Quality Assurance team to monitor processing and finished product temperatures.

- Monitor and ensure appropriate cold chain systems are maintained throughout processing.
- Inspect finished goods to ensure they meet or exceed product specifications.
- Consistently review Quality, Good Manufacturing Practice (GMP) and Hazard Analysis and Critical Control Points (HACCP) requirements to ensure company performance standards are met and/or exceeded.

**RFI - Broomfield  
2011-2018**

Production Manager

- Provide leadership and direction driven by safety, quality, productivity, inventory accuracy & on time delivery on a daily basis.
- Evaluate employee performance and prepare performance appraisals
- Conduct meetings to relay general information or to address specific topics, such as safety
- Responsible for the combined departmental operations,
- Ability to juggle multiple tasks simultaneously, Ability to work in fast-paced
- Strong customer service orientation with high sense of urgency in meeting objectives & deadlines
- Willingness to develop a mentoring relationship in order to contribute experience, skills, and wisdom to subordinate employees for their development
- Ability to perform work activities requiring reasoning, negotiating, instructing, persuading, or speaking with others
- Review job loading with all departments for maximum efficiency
- Identify processes and create programs that will reduce costs
- Manages department Leads who oversee the day to day manufacturing operations
- Ability to effectively handle employee relation issues
- Responsible for establishing and maintaining department budget
- Responsible for efficiency of operation, and effective labor/materials utilization
- Responsible for producing quality finish goods, Assures that all customer orders are completed.
- Ensure all employees are working safely and enforces safety rules
- Ensure that good housekeeping standards are maintained throughout the facility

- Foster a positive engaged workforce environment
- Develop and create a team environment. This includes the success of the individual team as well as the entire team.
- Lead others in high-demand situations, Motivate employees to maximize employees contribution
- Recognize the need to improve and effectively manage implementation of change
- Maintain daily safety plans to all to ensure a safe work place for all employees
- Work cohesively with multiple departments and teams.
- Gain support and commitment from within the department as well as with other departments
- Customer focused with the ability to work with all levels within the organization, ability to work with customers and come to a consensus on all issues
- Analytical, conflict resolution, problem solving, organizational, fiscal management, decision making and oral and written communication skills
- Focused with the ability to work with all levels within the organization, ability to work with customers and come to a consensus on all issues
- Floor Capacity, Production Plan, Cost Reduction, Master Production Schedule, Work flow Instruction Process, ISO Process and Requirements, Supply Chain Demand, Engineering Change Orders for Beta & Production Components, Caught in dates, Material on Hand, Engineering Dept, Inventory. ERP, MPS & MRP.

## **EDP**

**2001-2011**

Materials warehouse Supervisor & Manager

- Supervise and coordinate the most efficient unloading of inbound shipments, orderly stacking of product, and the picking and staging of outbound shipments in accordance with the highest possible levels of quality
- Ensure inbound and outbound shipments are accurate and free of damage
- Responsible for the cross communication between shifts
- Ensure efficient and safe operation of all materials handling equipment
- Maintain a clean; neat, and orderly work area; ensure all security policies and procedures are followed
- Ensure employees follow all safety policies and procedures
- Ability to work in fast-paced
- Investigate and report all safety accidents and violations in a timely manner

- Conduct operations in accordance with OSHA.
- Ensure proper food safety practices are maintained
- Direct the operations of the assigned work team to achieve prescribed objectives
- Conduct Shift meetings
- Follow all policies & procedures.
- Plan work schedules and assign duties to maintain adequate staff for effective performance of activities and response to fluctuating workloads
- Prepare and maintain work records and reports of information such as employee time and wages, daily receipts, or inspection results
- Collaborate with workers and managers to solve work-related problems
- Evaluate employee performance and prepare performance appraisals
- Conduct meetings to relay general information or to address specific topics, such as safety
- Recognize the need to improve and effectively manage implementation of changes
- Maintain daily safety plans to all to ensure a safe work place for all employees
- ECO's ECR's, caught in dates, Quantities on hand, Material handler, Material expeditor, Material Kits, Material backorder, Material stocking, Material Transfer, Cycle counts, Inventory, Kanban system, Scrap Materials, MRB meetings & Obsolete Material.
- Materials Planner, Inventory Control & Master Scheduling

### **Artesin/HP**

Document Supervisor & Manager

**1993-2001**

- Ensure employees follow all safety policies and procedures
- Maintain a clean; neat, and orderly work area; ensure all security policies and procedures are followed
- Ability to work in fast-paced

- Plan work schedules and assign duties to maintain adequate staff for effective performance of activities and response to fluctuating workloads
- Prepare and maintain work records and reports of information such as employee time and wages, daily receipts, or inspection results
- Collaborate with workers and managers to solve work-related problems
- Evaluate employee performance and prepare performance appraisals
- Recognize the need to improve and effectively manage implementation of changes
- Responsible for overseeing the imaging, mail room, new loan boarding, MERS, and document control processes within the Servicing Division. Essential job responsibilities include, but are not limited to, the following
- Assign part number to new material components
- Create Drawings for new components
- Gather all drawing specifications provided by engineering dept.
- Review new material component or changes at the engineering change board meeting
- Implement release or caught in dates based on approvals from the engineering change order board meeting & release new material components, drawings and caught in dates to the required areas.

## **Education**

- High School & College / Redstone College in Broomfield CO.
- Word for windows, Excel, Power Point, SAP, HP935 & Oracle

## **Achievements**

- Reduced man power hrs, Cost, Accidents, Customer returns, Scrap materials & inventory on hand.
- Increase savings, yields, employees Safety, productivity, GMP, Time delivery, PPMH & Quality.

**References** - Upon request

**Fluent** - Spanish