

# Willis Thompson

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## Business Operation Skills

- LEAN manufacturing implementation and management
- Ensuring compliance to new polices & procedures
- Improve and create standard operation procedures
- Colorado Hazardous Waste Regulations
- Execution of KPI manufacturing goals and targets
- Compliance with local and federal regulations

## Managerial Skills

- Staff performance
- Working well with other departments
- Ability to plan, organize and prioritize workloads
- Managing change to meet business requirements
- Strong organizational skills
- Overseeing the completion of multiple projects

## Personal Skills

- Patience
- Willingness to adapt to changes
- Deadline oriented
- Stress tolerance
- Motivating/coaching others to excel
- Loyal and committed

## Proficiencies

- Microsoft Office (Word, Excel, Powerpoint)
- Microsoft Outlook
- Success Factors
- ADP eTime
- ERP Systems(Global Shop Solutions)

Dedicated Operations Manager and effective leader who is looking to be part of a successful team like yours. Possessing 21 years of class II medical device manufacturing experience and expertise in operations, facility management, production processes, planning, purchasing and logistics; he is fully prepared for a challenging yet rewarding role.

## Job Experience

**Getinge (formerly SteriTec Products Mfg., Co., Inc.) September 2001 – Present**

***Operations Manager, September 2012 – Present***

- Oversee day to day operations of 40+ employees in a class II medical device manufacturing plant
- Provide clear expectations, training and support to staff
- Maintain a high-level accountability to self and department to achieve on time, on budget and quality work
- Work closely with Quality Assurance and Regulatory Affairs to ensure good quality and GMP practices and their implementation in manufacturing
- Improve production standards and ensure financial data is up to date and accurate
- Instruct fork lift training for site certification
- Continues to achieve compliance to First Responders Safety Training, Colorado Hazardous Waste Program, ISO 14001, 9001 and 13485, FDA regulations, Dangerous Goods Handling and Hazardous Communications – GHS
- Reporting monthly KPI's – OTIF (on time in full), manufacturing productivity, DIO (days inventory outstanding) and capacity utilization

***Print Department Supervisor, July 2008 – September 2012***

- Oversee print department including: screen making technicians, printers and making ink for production, equipment maintenance
- Develop and maintain the daily print schedule
- Continuous inventory of chemicals and hazardous waste compliance

***Ink Mixologist, September 2001 – July 2009***

- Followed exact specifications when mixing ink for production to ensure optimal quality for each print
- Maintained inventory of all chemicals and hazardous waste
- Ensured compliance of Safety Data Sheets (SDS) for all chemicals in the building
- Assisted Research and Development department with product development processes

**Production Supervisor, Sybron Dental Specialties (formerly Metrex) 1994 – 2001**

**Monitoring Technician, Squire Monitoring Security Systems 1993 – 1994**

**Kitchen Manager, Colorado Café 1986 – 1993**