

# ROGER THOMAS

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## SENIOR-LEVEL MANAGER

### Project Management | Quality Assurance | Risk Prevention

Executive leader with nearly 30 years' experience ensuring quality, managing projects and minimizing risk in the warehouse, logistical and business management environments. Dynamic manager skilled at collaborating with all members of the organization to achieve timely fulfillment of plans and objectives. Instrumental in streamlining and improving business processes, catalyzing productivity, and implementing solutions to problems. Technical proficiency in SAP, Jayme's, AS400, BPICS, Kronos Timekeeping, VSDA Labeling, Microsoft Word and Excel, Metrics, Log Pro, Lotus Notes, Internet, Navision, RF system, and Nova time.

- Inventory Management
- Strategic Planning
- Project Administration
- Data Management
- Team Leadership
- Training and Development
- Performance Management
- Problem Solving
- Account Management
- Property Documentation
- Analytics
- Risk Analysis

## PROFESSIONAL EXPERIENCE

**VISUAL PAK; AMERICAN BLENDING AND FILLING**, Waukegan, IL 2007- 2018  
**Production Supervisor**

- Assigned work activities, prioritized shifts and delegated tasks for 15 team leads and 250 employees.
- Managed work activities in 200,000 square foot facilities consisting of multiple buildings.
- Processed and shipped up to 1 million units to various major retail chains.
- Provided succinct inventory management and cycle count at multiple locations.
- Received all inbound freight consisting of, but not limited to, finished goods.
- Cut unit costs and increased efficiency of production by reducing manpower.
- Ensured quality with operations manager for all production lines.
- Earned a Key Performance Indicator (KPI) bonus for excellence in maintaining quarterly budgets.
- Executed training programs that reflect the guiding ethics of the organization.
- Revised safety programs, provided employees with correct tools and reduced accidents by 50%.
- Adjusted flexible shifts to accommodate customers.

**DELUXE MEDIA SERVICES**, Northbrook, IL & Pleasant Prairie, WI 2000 - 2007  
**Production Supervisor**

- Hired, trained, mentored, and professionally developed 200 employees and temporary associates.
- Administered employee actions including suspensions, updates to personal records, and performance appraisals.
- Coordinated personnel and equipment to meet customer specifications and shipping dates.
- Liaised and coordinated activities between all internal departments of the organization.

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Page Two of Two

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## ADDITIONAL WORK EXPERIENCE

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**Assistant Production Supervisor/Production Team Lead (1999-2000)**, Deluxe Media Services, Northbrook, IL

**Production Team Lead (1990-1999)**, Deluxe Media Services, Northbrook, IL

**Final Inspector (1989-1990)**, Deluxe Media Services, Northbrook, IL

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## EDUCATION & CREDENTIALS

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**Diploma, Carl Schurz High School, Chicago, IL, 1976**

**Company Sponsored:** SAP and Log Pro