

JOHN SMITH

443-259-XXXX | john.smith349@ubalt.edu

CORE STRENGTHS & CAPABILITIES

- Excellent problem-solving and analytical skills
- Outstanding leadership and interpersonal skills
- Exceptional public speaking and writing skills
- Advanced data collection and investigative skills
- Proficient in SPSS, MS Excel, PowerPoint
- Ability to prepare charts, graphs and conduct interviews

EDUCATION

Master of Business Administration, Data Analytics, University of Baltimore May 20XX

Relevant Coursework: Baltimore, Maryland

- Fundamentals of Statistics
- Managerial Statistics
- Operations Management- Completed library research assignment on China expansion of Under Armour

Bachelor and Master of Chemical Engineering, University of Leeds September 20XX

Research Project: Leeds, United Kingdom

- Computer simulations for improving drug dosing rate for a Dry Powder *inhaler*

Awarded BP prize 2011

3.46 GPA as per WES Evaluation

WORK EXPERIENCE

Printing Process Engineer	Tetra Pak	Jan 20XX – Dec 20XX
Day operational lead, Project Implementation		Durban, South Africa

- Prepared graphs using live data and Excel for SPC (Statistical process control) web tension Q-point.
- Planned and executed a \$110 000 global project on time in full, as the project implementation lead for South Africa.
- Trained operators on safety policies from upper management to 50 operators on a shift.

Process Engineer	Unilever Pty Ltd- Boksburg	Jan 20XX - Dec 20XX
Technical support, Focused Improvement Specialist		Johannesburg, South Africa

- Completed systems audit to reduce packaging waste. Discovered SAP system error resulting in \$ 290 000 in waste.
- Reviewed and updated specifications with Research and Development.

Intern Metallurgist	Richards Bay Minerals	Aug 20XX - Sept 20XX
Laboratory investigations		Durban, South Africa

- Collected and analysed data to investigate the Carbon efficiency of the mine over 10 year period.
- Compiled report for evaluation of volatile matter content different coals coming from three different suppliers.

Process Engineer	Unilever Pty Ltd- Maydon Wharf	Jan 20XX – Jan 20XX
Technical support, Focused Improvement Specialist		Durban, South Africa

- Led root cause analysis with Research and Development team on failed batches causing 29 hours of batch downtime.

VOLUNTARY EXPERIENCE

L.O.VE Ministry Co-Lead	Be the Change Ministry	Jan 20XX – Dec 20XX
		Durban, South Africa

- Assisted in admitting three people to get into a private rehabilitation centre to treat their heroin addiction.
- Used communication skills to informally counsel and mentor individuals.