

# Robert S. Volk

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*Forward-focused Manufacturing Production Manager with over twenty years of recognized experience, driven to achieve a comprehensive understanding of product and business operations with enhanced leadership practices fostering collaborative ideas in cross-functional teams. Awarded for lean manufacturing knowledge, implantation and sustainability through coaching and conflict resolution.*

## CORE STRENGTHS

Production Planning  
Strategic Planning (Hoshing)  
Analytically Minded  
Lean Manufacturing Specialist  
Project Management

Manufacturing Engineering  
Supply Chain Management  
Budget Oversight Specialist  
ERP User and Data Analyst  
Facilities Management

MS Excel, Word, Access, PP  
Industrial Engineering  
High Emotional intelligence  
Safety Coordinator  
Change Agent (Coach)

## PROFESSIONAL EXPERIENCE AND ACHIVEMENTS

**Dermazone Solutions, LLC.** – St. Petersburg, FL - 2014-2016  
Topical pharmaceuticals and cosmetics, wet manufacturing

### Plant Operations Manager

- Coordinated production planning, inventory control and quality to achieve 97% On Time Delivery.
- Implemented flexible manufacturing scheduling system adjusting to a dynamic sales demand.
- Principle Manufacturing, Process and Industrial engineer incorporating 5S and Value Stream Mapping.
- Redesign and maintain a robust Preventive Maintenance and Calibration Program.
- Directly supervised and coached 12 production employees and led executive budget meetings.

**Oxford Instruments, Inc. (Cryogenics division)** – Austin, TX - 2010-2013

Helium compressor, cryopump and coldhead manufacturer and service center (an ISO 9001 Company)

### Manufacturing Manager

- Plan and manage day to day operations with 20 production technicians and four direct reports.
- Established vital link between Material Planning and Sales departments to ensure On Time Delivery and accommodation of key account demands generating 20M in revenue.
- Lead a cultural change to launch Lean Manufacturing initiatives improving on-time delivery from 50% to over 95%.
- Project Manager for company relocation from building procurement to the logistics of the move. Redesigned production and office layout incorporating lean principles reducing square footage increasing efficiency by 35%.
- Enhanced schedule adherence through Key Performance Indicators steering Finance closer to budget targets.
- Organized inventory accuracy meetings to reach established goal of 90% cycle counts.

### Principle Manufacturing Engineer

- Achieved a 300% efficiency increase in through put with a 20% reduction in quality issues by launching a Lean initiative with a key customer product line utilizing current and future Value Stream Mapping.
- Coordinated 5S exercises and identified key fixture needs increasing production safety and efficacy.
- Promoted to Manufacturing Manger within the first six months.

**Parter Medical – Carson, CA** 2010-2010 (Contract)

Injection molding manufacturer and ETO contract sterilization

### Quality/Manufacturing Manager

- Managed quality assurance inspectors, conducted internal, customer FDA and ISO audits.
- Optimized and maintained automated capping and labeling equipment reducing scrap by 15%.
- Revised and maintained a broken complaint handling and CAPA process.

**Hardy Diagnostics – Santa Maria, CA 2004-2010**  
Culture Media Manufacturer

**Manufacturing Director**

- Planned and managed Operations, conducted weekly Gemba walks and daily visual management production floor meetings for over 70 employees and nine direct reports under ISO 13485 guidelines.
- Bought, implemented and qualified automated systems improving efficiency and increasing production by 60%.
- Coordinated with Sales and Quality to reduce backlog and improved on time delivery by 45%.
- Initiated a companywide cultural change leading a lean manufacturing program archiving a 30% reduction in overhead and a 45% reduction in scrap.
- Enhanced safety program under OSHA guidelines improving our safety rating by 35%.
- Executed Interviews, performance and development Reviews and conflict management scenarios.

**Manufacturing/Process/Industrial Engineer**

- Implemented continuous improvement programs including 6S, visual workplace, standard work, root-cause analysis, error-proofing and kaizen events reducing scrap by 80%.
- Supported automated culture media filling equipment, improving quality with an 85% uptime.
- Designed, built and programmed PLC controlled servo and pneumatic controlled automated systems.
- Wrote Standard Operating Procedures, Work Instructions and Safety Procedures.
- Conducted training and educational classes for all employees.

**Sunrise Technologies, Inc. (Prevision, LLC.) – Fremont, CA 2000-2004**  
LTK Ophthalmic Laser manufacturer and service center

**Technical Services Manager**

- Coordinated field service engineers within the united states, México and south Korea.
- Identified system field failures and implemented fixes reducing field failures by 70%.
- Performed error system testing identifying bugs, fixes and collaborating with programmers to meet launch dates.
- Technical Writing (Service and Operator’s Manuals, SOP’s and Work Instructions).

**Advanced Sterilization Products (JNJ) – Irvine, CA - 1994-2000**  
Sterilization systems manufacturer and service center

**Technical Support Specialist**

- Worldwide Technical Support and Field Service Engineering for the Starrad Sterilization system.
- New product development and Technical Service marketing liaison.
- Technical Writing and Training.

**Manufacturing/Process Engineer**

- Captured the CEO’s attention achieving a 90% increase in efficiency utilizing line balancing and 5S into a total production assembly process redesign.
- Identified system field failures and implemented fixes reducing field failures by 70%.
- Conceptual design, installation and qualification (DQ, IQ, OQ PQ) for automated assembly and test systems.
- Support production processes through standardized work and statistical process control.

**Education**

**ITT Technical Institute – Tampa, FL**

- **Electronic Engineering Technology Associates Science Degree**

**Training**

- American Society of Quality: Quality 101 Workshop
- Leadership Development Studies: The Art and Science of Leadership
- Dale Carnegie: High Impact Presentations
- Quantum Corporate Coaching Limited: Management Development