

**JACK JEFFERSON**  
**123 Any Street**  
**Any City, State 55555**

**(213) 555-1234**  
**Cellular/Messages: (213) 777-5678**  
**e-mail: JackJefferson@earthlink.net**

An engineer with more than 20 years' manufacturing and industrial experience, including project management in commercial, high-tech and aerospace industries. Responsible for design, tooling, assembly and fabrication for 12 projects that produced \$14.2 million in revenues.

A creative problem solver with strong analytical and technical skills who responds quickly to new challenges and promotes teamwork among support staff.

### **SIGNIFICANT ACCOMPLISHMENTS**

- Successfully managed the transition of a design drafting department from a manual to a computer-aided drafting system, reducing operating expenses by \$50,000 per year.
- Met initial schedule commitments of the marketing department by assuming control of a battery charger design and production project that was four months behind schedule. The outcome was a successful marketing campaign resulting in \$3.1 million annual sales.
- Managed a \$1.5 million government contract for the on-time production and delivery of 400 electronic power supply units meeting specifications, Contract Data Requirement Lists (CDRL) and Data Item Description requirements (DID).
- Researched and managed a tooling project for a motion picture film, handling spool redesign and saving \$35,000 annually.
- Reduced the set-up time for automatic screw machines from three hours to less than one-half hour, saving \$24,000 in labor costs per year.
- Participated in the conversion of a \$14 million aerospace manufacturing firm to a cellular-focused factory. Saved \$2 million in inventory and labor costs.
- Analyzed the fabrication and assembly procedures of a manufacturing company and revised the bill of materials to coincide with standard manufacturing practices, saving \$60,000 per year.
- Saved \$65,000 annually in inventory and labor costs through the renovation of a computerized product structure and item master database with 10,000 parts.
- Wrote policy and procedures to comply with four military document control standards that resulted in winning two \$1.5 million government contracts.
- Served as a key member of the C-17 master tooling work around team responsible for meeting the revised master tooling schedule for a \$200 million C-17 Air Force Cargo aircraft. Eliminated a one year project delay.
- Installed a computerized micro-processor on a 20-year old spot welding machine, saving \$130,000 in replacement costs.

### **EXPERIENCE**

**Silverco International**, Warwick, Rhode Island

2000-2007

#### **Engineering Services Manager/Manufacturing Engineer**

Supervised the product development department, design-drafting, technical engineering and document control for an \$8 million aerospace manufacturing company producing four major aerospace product lines.

**JACK JEFFERSON**

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**Airtronic Air Company**, Providence, Rhode Island

1999

**Industrial Engineer**

Provided industrial engineering support for the design and construction of fabrication tooling for five tool shops and three repair facilities. Conducted on-going shop capacity and tooling requirement studies.

**Hart Manufacturing Company**, Riverside, Rhode Island

1996-1998

**Manufacturing Engineer**

Provided shop floor support for the production of a titanium fastener line, which was one of the top product lines for a leading aerospace fastener manufacturing firm.

**Critonex Electric Corporation**, Johnston, Rhode Island

1994-1996

**Material Control Manager/Industrial Engineer**

Served as the primary engineer in charge of producing power supplies, battery chargers and theater film handling equipment, including projectors, lamp houses and automatic film wind units.

**Independent Contractor**, Cranston, Rhode Island

1991-1994

Managed engineering consulting projects for three machine shops and one die casting company while attending graduate school.

**Wilson Aircraft Company**, Providence, Rhode Island

1989-1991

**Industrial Engineer**

**Raleigh Industries Incorporated**, Rumford, Rhode Island

1985-1989

**Industrial Engineer**

**EDUCATION**

**Johnson & Wales University**, Providence, Rhode Island

**Master in Business Administration**, 2000  
**Bachelor of Science, Industrial Technology**, 1995

**Providence College**, Providence, Rhode Island

**Associate of Arts, Tool Design**, 1985

**AFFILIATIONS**

Society of Manufacturing Engineers (Senior Member)  
Society of Automotive Engineers, Aerospace Division