

Career Objective

Secure a management or technical position with a manufacturing, rapid growth, or emerging technology company. Make significant contributions as a key member of the team by applying exceptional interpersonal and communication skills while utilizing extensive knowledge and background in the following competencies:

Training and Facilitating

Technical Writing

Presentations

Estimating

Software Implementation

Program Management

General Qualifications

- Self-motivated with the ability to work independently and in a team environment
- Customer oriented and company first attitude
- Quick study, innovative, posses excellent organizational skills
- Enthusiastic about team building and mentoring the team to ensure successful business results
- Able to recognize and resolve conflict among team members
- Successful track record in program management
- Proficient with MS Office programs, AutoCad, Expression Web 3, various graphics programs, FTP, and Windows 2007

Training and Course Development Qualifications

Worked extensively with various software applications to develop professional presentations and training documents. Worked with all departments within the company(s) to identify critical training needs and best methodology for deployment of various training courses. Used multiple external resources, including customer feedback and the latest industry standards, to develop the most accurate and efficient training programs possible.

ISO 9000 Standards – Flextronics / ECA

- Researched the requirements and standards of ISO9000 and constructed a comprehensive training program designed to prepare all 200+ employees for initial ISO9000 registration audit as well as ongoing surveillance audits.
- Created the course outline, format, schedule, requirements, qualifications, pass/fail criteria, and re-certification requirements.
- Developed and delivered the presentation, conducted test evaluations and subsequent recommendations for all attendees.

Precision Measuring Devises and Blue Print Reading – Flextronics / ECA

Developed the requirements and standards for a training course designed to certify quality assurance personnel and engineering staff to specific duties as defined by their job descriptions. Course primarily focused on the use of precision measuring devises and blue print reading. Responsible for the development and deployment of all aspects of the training program.

General Workmanship Standards – Various Companies

Researched the requirements and standards pertinent to the development of a training course designed to ensure all applicable personnel were well versed in the IPC and Nortel workmanship standards. Certified over one hundred employees at Flextronics/ECA. Also maintained records of all attendees and re-certified employees per pre-established requirements. Responsible for the development and deployment of all aspects of the training program.

Industrial and Telecommunications Equipment Offload – Various Companies

- Championed the manufacturing training certification program during the transition of over thirty-five telecommunication products from Ericsson's Private Radio Systems division to Contract Systems Integration, Inc., including a fully integrated PRS Base Station. Worked cooperatively with the customers' engineering and quality departments to ensure proper training of assembly techniques and quality standards.
- Played the lead role in the transfer of nineteen complex electronic assemblies from Bell+Howell to Contract Systems Integration, Inc. Successful in reducing the labor standard across all nineteen assemblies by 50% or greater by developing and implementing revolutionary on-line manufacturing processes and workmanship standards. Worked cooperatively with the customers' engineering and quality departments to ensure proper training of assembly techniques and quality standards.
- Championed the manufacturing training certification program during the transition of over 150 telecom products from Nortel to Flextronics/ECA. Devoted eight weeks to both on-site and off-site hands on training while introducing the fully integrated Line Card Exchange (LCE) telecommunications switch from Nortel, the first fully integrated telecom switch ever outsourced by Nortel.

Work History

(Visit www.russphillips.com for detailed work history)

Vertical Technologies, LLC May 2001 to May 2002

Operations Manager

Contract Systems Integration, Inc. (CSI) August 1997 to December 2000

Director of Engineering

Sanmina Corporation February 1997 to August 1997

Quality Manager

Flextronics/ECA 1992 to 1996

Senior Quality Engineer

Education

AAS/ME- Mechanical Engineering Technology
Wake Technical College, Raleigh, NC
Graduated 1992 3.5 GPA

Salary History

Salary Negotiable