

# Jakub Blair

## Manufacturing Operations Intern

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📍 Toledo, OH 43606

### STRENGTHS

- **Visual instruction**  
Created short training modules and QR access for rotating operators, then used feedback to clarify difficult steps.
- 🔍 **Process observation**  
Recorded motion, waiting, delays, and rework during lab studies, giving instructors useful evidence for improvement.
- ♥ **Documentation control**  
Kept names, revisions, owners, and storage locations consistent, so learners could locate current guidance with less confusion.
- ⚙️ **Lean application**  
Used 5S audits and waste walks in lab settings, turning observations into practical workstation follow through.
- 👥 **Operator support**  
Listened during supervised trials and adjusted labels or navigation when student operators found instructions unclear.

### SKILLS

Manufacturing Operations

Video Standard Work

Standard Work

Lean Manufacturing   5S

Continuous Improvement

KPI Reporting   Time Studies

Process Observation   Waste Walks

Material Flow

Visual Work Instructions   QR Codes

Revision Control   Training Support

### LANGUAGES

English                      Native

### SUMMARY

Manufacturing engineering technology student with nearly two years of supervised lab and academic experience supporting lean operations, standard work, visual instruction, time studies, process observation, 5S, KPI reporting, and material flow. Creates concise **Video Standard Work** modules with consistent templates, naming conventions, revision control, storage rules, QR access, and training records. Applies manufacturing systems coursework to simulated filtration and assembly workflows, connecting operator guidance with quality, reliability, defect awareness, and rework reduction. Maintains tracking logs, **visual work instructions**, **point of use labels**, and structured feedback from rotating student operators. Comfortable presenting findings, responding to instructor and operator input, and improving documentation through observation. Prepared to contribute careful analysis, clear communication, and dependable follow through in supervised **manufacturing operations**.

### EDUCATION

#### Bachelor's Degree in Manufacturing Engineering Technology

University of Toledo 🎓 GPA: 0 📅 2027 📍 Toledo, Ohio

***Coursework:** Manufacturing systems, operations management, lean manufacturing, quality systems, process improvement*

### TECHNICAL SKILLS

- **Manufacturing Methods:** Standard Work, Lean Manufacturing, Continuous Improvement
- **Visual Instruction:** Video Standard Work, Visual Work Instructions, Point of Use Labels
- **Process Analysis:** Time Studies, Process Observation, Waste Walks
- **Workplace Organization:** 5S Audits, Workplace Organization, Action Follow Through
- **Production Metrics:** KPI Reporting, Throughput Tracking, Rework Tracking
- **Material Flow:** Material Flow, Component Mapping, Motion Analysis
- **Document Control:** Revision Control, Naming Conventions, Coverage Logs
- **Training Systems:** Operator Training, Training Status, Structured Feedback
- **Digital Access:** QR Codes, QR Linked Content, Storage Locations
- **Manufacturing Software:** Microsoft Excel, Spreadsheet Analysis, KPI Worksheets
- **Quality Practices:** Defect Awareness, Rework Analysis, Process Reliability
- **Filtration Applications:** Hydraulic Filtration, Lubrication Filtration, Fuel Filtration

### EXPERIENCE

#### Manufacturing Operations Lab Intern

Student Lab 📅 May 2026 - Present 📍 Toledo, Ohio

Supports supervised assembly lab operations, training content, **process observation**, 5S checks, and standard work upkeep. Maintains controlled instructional materials for rotating student teams while sharing findings with instructors and improving repeatable workstation practices.

- Documented assembly sequences against approved **standard work**, helping instructors spot variation during supervised lab sessions.
- Captured concise **Video Standard Work** modules with naming rules, revision identifiers, and controlled storage for training stations.
- Maintained coverage logs for ownership, revisions, review status, and learner completion across rotating student teams.
- Created QR access for approved videos, then collected structured operator feedback after supervised workstation trials.
- Conducted **time studies** and **process observations**, recording delays, motion, waiting, and rework indicators for instructor review.
- Supported **5S audits**, visual label updates, and material location corrections across organized assembly workstations.

#### Video Standard Work Project Intern

MY CAREER



- Manufacturing Operations Lab Intern at Student Lab (4 Months)
- Video Standard Work Project Intern at Capstone Project (3 Months)
- Lean Manufacturing Improvement Assistant at Course Project (1.2 Years)

Capstone Project 📅 January 2026 - April 2026 📍 Toledo, Ohio

Developed a supervised prototype Video Standard Work system for a simulated filtration assembly cell. Connected visual instruction, written standard work, controlled access, operator feedback, and training coverage for consistent task execution.

- Built **Video Standard Work templates** for filtration assembly tasks where sequence variation affected training and quality.
- Defined **naming conventions**, revision fields, **storage** rules, and access steps linking videos with written standard work.
- Produced concise modules for high volume and higher risk operations, then tested clarity through peer demonstrations.
- Created a coverage log for 12 operations, tracking ownership, revisions, **training status**, and required updates.
- Tested QR access with 16 students, then revised navigation and labels after structured usability feedback.
- Presented maintenance steps and evaluation findings to faculty, connecting **visual instruction** with reliable standard work.

Lean Manufacturing Improvement Assistant

Course Project 📅 September 2024 - December 2025 📍 Toledo, Ohio

- Analyzed simulated component flow and recurring lab tasks through supervised time studies, **waste walks**, 5S reviews, KPI tracking, and visual instruction updates. Shared practical recommendations with classmates and faculty during manufacturing improvement exercises.
- Mapped simulated component flow, identifying avoidable movement and waiting through **process observation** and waste walk notes.
  - Completed repeated time studies and organized cycle observations in spreadsheets for comparison across student teams.
  - Conducted 5S audits using a course rubric, assigned action owners, and verified completion during later sessions.
  - Updated **visual work instructions** and **point of use labels** after changes, preserving revision dates for clear control.
  - Built a KPI worksheet tracking throughput, rework events, and training completion during a manufacturing simulation.
  - Presented **material flow** recommendations to faculty, linking standard work, visual controls, and **lean sustainment**.

PROJECTS

Filtration Cell Instruction System 📅 April 2026

Created a controlled visual instruction approach for a simulated filtration cell. Built templates, QR access, coverage tracking, revision fields, and feedback steps so rotating operators could find current guidance and practice repeatable work.

LEADERSHIP & AWARDS

- Dean's List, 2025
- Manufacturing Systems Capstone Recognition, 2026
- Student Applied Learning Grant Recipient, 2026

CERTIFICATIONS

- Lean Manufacturing Fundamentals 📅 2026
- Microsoft Excel for Operations 📅 2025

PROFESSIONAL AFFILIATIONS

- Manufacturing Student Peer Mentor, 2026
- Campus 5S Improvement Team Volunteer, 2025 - 2026
- Engineering Technology Student Project Showcase Presenter, 2026

## **ADDITIONAL INFORMATION**

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**Work Status** : Authorized to work in United States. No sponsorship required.

## **REFERENCES**

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AVAILABLE ON REQUEST