

MALIA WISE

MANUFACTURING ASSOCIATE

📞 (916) 555-0123 ✉️ malia.wise@example.com

🌐 linkedin.com/in/malia-wise 📍 Sacramento, CA 95814

STRENGTHS

- ★ **Strong Work Ethic**
Reliably engage in all assigned responsibilities, garnering trust among supervisors and coworkers.
- 👥 **Team Collaboration**
Foster positive partnerships, regularly seeking input from peers and demonstrating the value of diverse perspectives.
- 🛡️ **Safety Compliance Focus**
Prioritize safety through procedures, standing as a resource for best practices among colleagues.
- ✓ **Detail-Oriented Approach**
Consistently emphasize accuracy in documenting quality checks, enhancing overall reliability in production tasks.
- 💡 **Problem-Solving Capability**
Innovative thinker breaking down problems into manageable parts; valued contributor at brainstorming sessions.

SKILLS

Basic Computer Skills

Quality Assurance

Team Collaboration

Safety Compliance Data Entry

Problem Solving

Effective Communication

Production Planning

Documentation Accuracy

Operational Support

Machinery Maintenance

Mathematics Basics

SUMMARY

Motivated individual with a strong work ethic, eager to contribute in a manufacturing role at MCC Industries. Possesses solid computer, math, and reading skills essential for monitoring production quality and precision. Emphasizes safety and compliance while maintaining high operational standards. Committed to teamwork, actively collaborating with peers to improve processes and enhance productivity. Experience includes hands-on participation in quality assurance and workflow analysis, showcasing ability to manage tasks efficiently under pressure. Ready to engage fully in fast-paced environments, ensuring effective production outcomes that align with company goals.

EDUCATION

Bachelor of Science in Manufacturing Engineering

California State University, Sacramento 🎓 GPA: 3.5 📅 2026 📍 Sacramento, CA

Coursework: Manufacturing Processes, Quality Control, Safety Standards, Production Scheduling

TECHNICAL SKILLS

- **Manufacturing Tools:** CNC Machines, Fabrication Equipment, Assembly Line Techniques
- **Quality Management Systems:** ISO 9001, Six Sigma, Statistical Process Control
- **Safety Regulations:** OSHA Standards, Risk Assessment, Emergency Protocols
- **Computer Software:** Microsoft Office, AutoCAD, SolidWorks
- **Production Scheduling Tools:** MRP Systems, ERP Solutions, Just-In-Time Inventory
- **Data Analysis Tools:** Excel, Tableau, SQL
- **Lean Manufacturing Principles:** Kaizen, 5S System, Value Stream Mapping
- **Technical Documentation:** Work Instructions, SOPs, Production Reports
- **Collaboration Tools:** Trello, Microsoft Teams, Slack
- **Research Methodologies:** Qualitative Analysis, Case Studies, Data Collection Techniques

EXPERIENCE

Manufacturing Process Analyst

University Project 📅 January 2026 - Present 📍 Remote

Dynamic role focusing on analyzing and improving production workflows while ensuring compliance with safety standards. Contributed to process documentation and quality checks, providing critical support for enhancing campstone projects.

- Collaborated within a team to refine manufacturing operations toward heightened efficiency and safety.
- Created comprehensive process documentation aiding future project implementations and training.
- Performed detailed quality assurance checks, promoting adherence to established specifications across implementations.
- Developed a training manual highlighting key safety protocols, influencing new hire efficiency and safety awareness.
- Executed data entry tasks for accurate record maintenance concerning project metrics and outcomes.
- Initiated troubleshooting sessions aimed at addressing issues impacting production rates.

Quality Control Assistant

Student Lab 📅 September 2025 - December 2025 📍 Sacramento, CA

Reading Comprehension

Workflow Efficiency

Inspection Techniques

Training Development

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



- Manufacturing Process Analyst at University Project (7 Months)
- Quality Control Assistant at Student Lab (3 Months)
- Manufacturing Safety Researcher at Academic Research (4 Months)

Engaging position providing support during manufacturing simulations focusing on quality aspects while honoring safety practices. Strengthened practical skills related to inspection processes and lab organization.

- Assisted with crucial quality inspections of lab-based manufacturing simulations, ensuring real-world applicability of learned methodologies.
- Engaged in discussions post-lab about performance outcomes, fostering collaborative idea generation for improvement.
- Maintained lab equipment cleanliness, promoting safety and organization throughout the workspace.
- Partnered with peers for data gathering relating to material performance analysis during lab tests.
- Presented test findings during group reviews, enhancing public speaking capabilities in academic settings.
- Utilized time management techniques effectively to prioritize multiple tasks during busy lab days.

Manufacturing Safety Researcher

Academic Research 📅 January 2025 - May 2025 📍 Sacramento, CA

Analytical role conducted influenced research projects centered on safety measures in manufacturing environments. Focused on peer presentations and circumstances-driven outcomes.

- Delineated safety trends through organizational research, contributing insights to faculty for enhanced protocols.
- Synthesized data reflecting safety compliance while recommending actionable strategies for process enhancement.
- Drafted impactful research papers shedding light on compliance practices used at industry benchmarks.
- Collaboratively gathered insights from manufacturing professionals, solidifying a network of industry expertise.
- Expounded upon the importance of collaboration in maintaining workplace safety through coordinated efforts and communication.
- Demonstrated public speaking skills by presenting findings at collegiate symposiums, directly engaging audience inquiries.

LEADERSHIP & AWARDS

- Excellence in Academic Research Grant Recipient
- Outstanding Contribution to Group Projects Award

CERTIFICATIONS

- Certified Manufacturing Technician 📅 2025
- OSHA Safety Certification 📅 2025

PROFESSIONAL AFFILIATIONS

- Society of Manufacturing Engineers Member
- Engineering Club Leadership Alumni

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST