

(Name Withheld)

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Manufacturing & Production Management

Dynamic, outgoing manager with more than 30 years of progressively responsible newspaper production experience. Demonstrated success in developing high-performance teams that consistently contribute to productivity goals. Strong work ethic with excellent leadership, communication and organizational skills.

Core Skills

- | | | |
|-------------------------|------------------------|--------------------------------|
| • Production Scheduling | • Inventory Management | • Project Management & Support |
| • Budgeting & Planning | • Process Improvement | • Quality Control |
| • Customer Service | • Problem Solving | • Plant Maintenance Management |
| • Commercial Printing | • Mentoring & Coaching | • Mechanical Troubleshooting |

Selected Accomplishments

Leadership – Chosen as one of 20 Hamilton Company employees from a pool of more than 25,000 employees for a one-year leadership program.

Project management – Oversaw the successful installation, implementation and operation of distribution center equipment at Hamilton Newspapers in Hazel Ridge, Texas, that resulted in a 31% return on investment.

Cost control – Significantly reduced overtime at Hamilton Newspapers in Simmsville, Ark., through close monitoring of production and continual staff training and coaching on production practices.

Quality management – Dramatically raised newspaper quality scores as well as performance improvement plan scores that resulted in an increased ability to meet deadlines at Blake-Willis Newspapers in Royalton, Nev.

Professional Experience

HAMILTON NEWSPAPERS, Arbor Point, Wisconsin

2008-Present

Production Manager

- Supervise 45 employees in managing production of four Western Wisconsin newspapers with a combined circulation of 53,000.
- Manage daily production operations that include pre-press, mailroom, trucking and facilities.
- Oversee quality control, purchasing, safety, and payroll and non-payroll budget functions.
- Provide coaching and training in ensuring that daily production deadlines are met.

HAMILTON NEWSPAPERS, Birch Falls, Wisconsin

2005-2008

Plant Manager

- Supervised 40 employees in producing the 12,000 circulation *Birch Falls Citizen* daily newspaper and a variety of commercial print materials.
- Managed day-to-day operations and budgets for pre-press, press, distribution center, shipping and receiving, trucking, and facilities.

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HAMILTON NEWSPAPERS, Birch Falls, Wisconsin (Continued)

- Facilitated the closing of the Birch Falls production plant in 2008 and was in charge of consolidating production at the Arbor Point plant.
- Promoted to Production Manager and transferred to Arbor Point plant.

HAMILTON NEWSPAPERS, Stephenville, California

2002-2005

Press Manager/Facilities Manager

- Supervised 12 employees in producing two daily newspapers with a total circulation of 32,000 and various commercial print jobs; oversaw purchasing, inventory control, safety and budgeting.
- Directed the successful installation of a heating, ventilation and air conditioning unit that resulted in significant cost savings.
- Promoted to Press Manager and then to Plant Manager at Birch Falls, Wis., plant.

BLAKE-WILLIS NEWSPAPERS, Royalton, Nevada

2001-2002

Press Manager

- Managed 17 employees in producing the 45,000 circulation *Royalton Press-Gazette* daily newspaper and a variety of commercial print materials.
- Oversaw inventory, purchasing, quality control, safety and budget functions.

SANDLER NEWSPAPERS, West Ridge, Utah

1994-2001

Assistant Pressroom Foreman/Pressroom Operator

- Supervised seven employees in producing the 21,000 circulation *West Ridge Times* daily newspaper.
- Managed work flow, inventory, purchasing, pressroom, quality control, preventive maintenance and safety functions.
- Promoted to Assistant Pressroom Foreman; twice named Employee of the Month.

Career Notes: Employed from 1978-1994 for *The Telegram-Dispatch*, a 34,000 circulation daily newspaper in McCaffrey, Utah, owned by Wayne Newspapers. Hired as a Mailroom Inserter. Promoted to Pressroom Operator, following successful completion of a four-year apprenticeship program in printing, and then promoted to Press Shift Supervisor. Supervised staff of four employees.

Education/Training

News Media Leadership Program, Hamilton Corporation

2008

Levelis Group International Leadership Training, Sandler Newspapers

1996-1997

Graphic arts coursework, Woodley Technical College, Hilliston, California

1977-1978