

Alan Egleston

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Key Strengths:

Organization - Teamwork - Processes & Procedures
Tenacity – Innovative - Reliability - Problem Solving
Open Minded – Analytical – Perceptive

Performance Quality Systems, ISO 9001:2000 & ISO 14000:2004 quality management systems design,
Owner/Self employed **implementation, training, & auditing. Six Sigma Black Belt** 10-02 to present

- Write Quality Manuals, procedures, work instructions, forms etc for organizations seeking ISO 9001:2000 & ISO 14001:2004 certification
- Performs pre-gap analysis audits for organizations & provides reports & recommendations of changes for organizations
- Conducts ISO overview training for employees & Top Management for organizations ISO 9000:2000 & 14000:1996
- Designs & conducts training for Internal Quality Auditors
- Develops & conducts training for problem solving system, and process communication
- RAB certified ISO 9001:2000 & 14001:2004 auditor
- Creates statistical gathering and analysis systems
- Performs Six Sigma projects and recommendations for improvement

Taiyo Yuden, Electronic Component Distribution

ISO\Quality Project Manager

5-00 to 10-02

- Wrote & implemented ISO 9000 procedures & work instructions for multi department control systems
- Internal systems auditor (ISO trained)
- Completed ISO Lead Auditor training for ISO 9000:2000 & 14001:2004
- Wrote and maintained company Quality Manual
- Company spokesperson during certification audits
- Management Representative for Management Review meetings
- Created corrective and preventive action systems for continuous improvement of company processes
- Designed & implemented new corporate training system.
- Designed & implemented Material Review Board, Return Material, and non-conforming material systems
- Designed and conducted Internal Quality Auditor Training Course

Warehouse Supervisor - Inventory Control Supervisor

6-99 to 5-2000

- Wrote and implemented new Warehouse Procedures Manual for main & offsite warehouses
- Designed and implemented cycle counting & reporting system for 8 warehouse system
- Improved inventory accuracy, for main and offsite warehouses, from 86% to 98.9%
- Re-organized personnel and product flow for domestic & international shipping and receiving
- Reduced shipping error rate by 85%

Toyota Racing Development, Indy Racing Engine Project

Race Warehouse Supervisor

11-96 to 4-99

- Organized new production planning system for engine build program
- Re-organized warehouse systems and personnel
- Wrote and implemented Warehouse Operations Procedures
- Created and maintained Bills of Materials for engine build kits
- Created kit shortage identification systems
- Leadman for new computer system manufacturing and inventory control system
- Assisted in quality control & inspection requirements

Swift Engineering, Race Car Manufacturing

Warehouse Manager

12-93 to 5-96

- Created parts numbering and inventory control system for prototype automobile project
- Developed and maintained multi level Bills of material for prototype race car manufacturing & production start up
- Created assembly manual and performed time study for race car manufacturing
- Decreased assembly time by 27%
- Decreased shipping error rate by 71%
- Assisted in quality control inspection of incoming product

Education

Master of Business Administration in Management, Canterbury University

Certifications and Training

- Six Sigma Black Belt, Villanova University
- RAB certified Auditor for ISO 9001:2000
- RAB certified Auditor for ISO 14001:2004
- QAI certified instructor for Quality & Environmental Lead Auditor and Internal Auditor courses
- Quality Cost Principles Workshop training from the American society for Quality
- Lean Manufacturing training
- Lean Manufacturing, Train the trainer
- OSHA and Hazardous Material training
- FEMA certified in Principles of Emergency Management
- FEMA certified in the Emergency Manager
- FEMA certified in Emergency Exercise Design
- FEMA certified in Incident Command Systems

Affiliations

- Member of the American Society of Quality, (ASQ)
- Member of the Association for Professional Consultants
- Member of the Project Management Institute
- QAI Training for Quality

Computer experience/Work experience

- Fully computer literate and experienced with integrated manufacturing and inventory control systems.
- Have used Windows, Office 2000 systems. Microsoft Word, Excel, Power Point, MS Project, MS Access
- Syteline, SBT, Platinum, manufacturing and distribution systems
- Excellent reporting & presentation skills with charts, Power Point, etc.
- MRP and ERP systems familiarity

Personal

- One design yacht racing crewman
- Member of the International Brotherhood of Magicians