

Moris Edivic

EXCELLENCE | INTEGRITY | INNOVATION

865 Wilde Ave, Winter Springs, FL 32708
(054) 123-097, morisedivic@gmail.com

Dedicated and result-driven professional with a proven expertise in personnel training, operations management, and performance optimization. Excelled in budgeting and cost control, ISO compliance sustainment, quality assurance, cross-functional cooperation, and resource planning; analyze staffing levels and adjust personnel schedules to sustain cost-efficient, high-productivity performance. Think-on-your-feet troubleshooter, who excelled in fast-paced, high-pressure settings. Adept at managing deadline-critical production projects, teams and resources.

PROFESSIONAL EXPERIENCE

CLARLEY CORPORATION

Director of Training Systems

Nov 2015 - Present

- Led and directed Training System Division and related design, development, integration, testing, delivery and training systems installation efforts; developed proposals
- Ensured proper staffing levels are maintained to consistently meet daily operational needs
- Provided comprehensive leadership for personnel in mechanical, electrical, and software engineering, graphic design, technical writing, and Quality Assurance teams on a daily basis; directed and oversaw program staff, consistently meeting programmatic milestones
- Extensively contributed to the Cloud based purchasing system implementation

MEITERS INCORPORATED

Director of Operations

2015

- Optimized facility capacity to support growing daily operational requirements, as well as managed and planned staffing levels to ensure proper manning of all functional areas in a cost-effective manner; facilitated 100% availability of necessary tools and equipment to sustain high productivity levels
- Provided oversight, guidance and direction to the Production Manager ensuring that programmatic milestones are achieved on time and within budget
- Recommended enhancements to General Manager to optimize operational requirements for future activities

Manufacturing Manager

2006 - 2015

- Managed the performance and productivity of 35 manufacturing personnel and a 31K sq ft ISO 9001-2008 Registered manufacturing facility
- Held full accountability for the manufacturing scheduling and production, manufacturability assessment, quality assurance, procurement, safety management, and hazardous communication management
- Procured and implemented an Enterprise Resource Planning (ERP) system, successfully transitioning the Metters Incorporated from manual to a fully integrated custom manufacturing company with real-time views of the shop floor in a very dynamic production environment.

Program Manager

1999 - 2006

- Program managed an Integrated Maintenance Training System, a \$12.2M U. S. Marine Corps contract, focusing on the development of a fully integrated electronic learning environment in support of the U. S. Marine Corps' Automotive Organizational Maintenance and Motor Vehicle Operator Courses
- Led and oversaw 50 staff members in the mechanical, electrical and software engineering teams
- Marine Corps' Medium Tactical Vehicle Replacement Cargo Truck
- Served as Program Manager for contracts supporting Lockheed Martin, Sikorsky Aircraft and Aviation/Missile Command in the design and development of training system components
- Performed as New Business Development Manager for Metters Industries, Orlando, FL regional office

MILITARY SERVICE

US Marine Corps | 1975 - 1999

EDUCATION

BS Business Administration

PROFESSIONAL DEVELOPMENT

Instructional System Design Course, Costal Carolina Community College, Jacksonville, NC, 1997

Motor Transport Maintenance Officers Course, Camp Lejeune, NC, 1988

Motor Transport Officers Course, Camp Lejeune, NC 1988

Warrant Officer Basic Course, The Basic School, Quantico, VA, 1987

Formal School Instructor Training Course, Camp Lejeune, NC 1986

Automotive Organizational Maintenance Course, Camp Lejeune, NC, 1975