

WHITNEY WARD

PRORAM & PRODUCT MANAEMENT PROFESSIONAL

TUPELO, MS | (662) 231-4527 | WHITNEYANNWARD@GMAIL.COM

Accomplished Program & Product Management professional with significant experience that spans over a decade. Recognized as a strong leader who not only meets but exceeds both client and company expectations. Extensive background managing progressively complex product and project launches with budgets of \$500k-\$1M. In-depth knowledge of manufacturing and distribution operations, systems, and logistics, with a distinct strength in improving efficiencies through strategic production planning and execution. Excels at collaborating cross-functionally with engineering, customer service, sales, marketing, logistics, suppliers, vendors, customers, and partners while controlling budgets and delivering projects on-time. Possesses advanced skills in preparing and presenting critical information to leadership, internal and external partners, and customers to set expectations, control risks, quality, and ensure that desired results are delivered. Currently seeking a position within a company that will view my skill set as beneficial and a valuable addition to their team.

AREAS OF EXPERTISE:

Cross-Functional Training | Change Management | Customer Relationship Management | Data Mining, Trend and Competitive Analysis | Report Preparation | 5S/Six Sigma | Internal/External Customer Experience Inventory & Logistics Management | Negotiation | Product Life Cycle Management | Project & Program Management | Project, Performance & Budget Analysis | Requirements Gathering & Validation | Team Building | Vendor and Supplier Relationships | Forecasting

QUALIFICATIONS:

- Hands-on experience in materials forecasting, purchasing, and inventory management.
- Ability to communicate with various types of people and personalities which has aided in cultivating client relationships, diffusing situations and having positive interactions with colleagues.
- Experienced at analyzing technical, and competitive and trend data and able to translate the information as appropriate for audience' needs.
- Thrives in environments that require the capacity to prioritize concurrent projects both calmly and efficiently.
- Highly skilled at effectively planning, coordinating and implementing national-scale initiatives.
- Proficient at utilizing; Microsoft Office (*Word, Excel, PowerPoint*), SAP and Internal Reporting Databases

PROFESSIONAL BACKGROUND:

12/2013-05/2019: PRODUCT MANAGER

PHILIPS LIGHTING (SIGNIFY), TUPELO, MS

- In charge of formulating the specification of new products based on available technology, components and existing market situation in order to have new products available.
- Collected and analyzed market information also defined existing market target groups.
- Translated a general product plan into clear detailed product specifications for development.
- Led the project team in the execution phase and drove the market introduction of the new product.
- New launches exceeded projected sales by **10-20%**
- Recognized for reducing Excess and Obsolete parts by **\$1M** and for improving margin by **2%** yearly
- Singlehandedly created an automated roadmap template that was utilized by all groups
- Partnered with many cross functional teams to achieve new launches.
- Successfully implemented new website program.

06/2011-07/2013: PROGRAM MANAGER (ACHIEVED 3 PROMOTIONS DURING TENURE)

TOYOTA BOSHOKU, MANTACHIE, MS

- Oversaw the launch of a product from initiation to production, utilizing team members and various resources to ensure complete customer satisfaction.
- Directed the development and implementation of engineering changes internally, while acting as the engineering window person between design and manufacturing.
- Launched new Corolla business for TBMS and launched new 590W Corolla program
- Awarded new Mercedes business and began launch activity and development of site in Alabama

- Consistently monitored project activities to achieve desired targets also prepared and reviewed program status with customer.
- Directed team to achieve overall customer satisfaction and negotiating requirements of the customer.
- Approved and created purchase orders for materials, components, tooling, services, equipment and design for new projects
- Performed supplier evaluations which included; audits, low and high-volume trials and prototype builds (*Achieved no late delivery or quality defects on any trial builds*)
- Provided daily/weekly updates to all managers on project status, purchases shifts, and pricing data
- Worked with corporate group on sourcing, material spec sheets, excess inventory, and cost reduction
- Supported the corporate sales group on presenting our company to perspective clients

**10/2009-06/2011: PURCHASING CARD ADMINISTRATOR/COMPUTER OPERATOR
ARKANSAS STATE UNIVERSITY-PROCUREMENT, JONESBORO, AR**

- Coordinated and monitored the newly implemented credit card purchasing program for over 100 employees.
- Processed daily purchases of all ASU employees in BANNER system
- Interpreted and explained purchasing procedures, program regulations and forms to campus employees
- Managed and monitored purchasing card logs monthly to ensure no purchasing policies were violated
- Organized the university's annual purchasing with over 60 vendors and a budget of **\$5,000** for event

**02/2009-10/2009: RE-MARKETING SPECIALIST
SEMPERIAN, LITTLE ROCK, AR**

- Recognized for consistently selling all vehicles prior to the 60-day mark.
- Processed the re-marketing of General Motors repossessed vehicles
- Ensured all vehicles were sold at market value to maximize debt holder's reduction of debt by making sure vehicle was repossessed as soon as possible by expediting paperwork also followed car through the auction activity to ensure quick sales.
- Exceeded sales goals daily

EDUCATION & PROFESSIONAL DEVELOPMENT:

- ✓ **Business Administration, Arkansas State University, 2011**
Master's Degree
- ✓ **International Business Degree, Arkansas State University, 2008**
Bachelor's Degree