

MICHAEL G. MATTA

440-409-2727 | michael.matta@live.com | Fairview Park, OH 44126

Professional Profile

As an experienced Production Manager with a recently conferred BA in University Studies (magna cum laude) and currently pursuing an MBA, I am focused on applying robust leadership and newly acquired strategic skills to advance U.S. manufacturing excellence and critical infrastructure modernization. I am particularly interested in leveraging data-driven project management and the integration of AI to optimize production and supply chain resilience.

My career goal is to utilize my diverse talents to lead in a rapidly evolving era of artificial intelligence, the strategic reshoring of U.S. manufacturing, and the demand for versatile leaders adept at navigating technological advancements within critical sectors.

This profile outlines my qualifications, experience, and commitment to driving impactful results.

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PROFESSIONAL SUMMARY

Results-oriented Production Manager with over 17 years of experience in technical services, field support, and high-stakes manufacturing operations. Proven expertise in optimizing complex production processes, leading and mentoring high-performing technical teams, and strategic troubleshooting of electro-mechanical systems. Consistently enhances efficiency, reduces operational costs, and ensures quality deliverables within demanding project timelines. Currently advancing strategic capabilities through an MBA program, I am eager to drive innovation and contribute to organizations at the forefront of U.S. manufacturing excellence, critical infrastructure modernization, and the practical application of AI in production environments.

SKILLS SUMMARY

- **Leadership & Team Management:** Production Team Leadership, Technical Team Supervision, Mentorship & Training, Performance Optimization, Conflict Resolution, Safety & Compliance Management.
- **Production & Process Optimization:** Production Planning & Scheduling, Resource Allocation, Workflow Optimization, Quality Control, Waste Reduction, Cost Management & Reduction Strategies.
- **Technical Expertise:** Industrial Equipment Installation & Servicing (UV/IR Curing Systems), Electrical & Mechanical Troubleshooting, Systems Integration & Retrofitting, PLC Programming (Siemens, Mitsubishi), Pneumatic Controls, High-Voltage Systems, Software/Firmware Updates, System Calibration & Diagnostics.
- **Project & Operational Management:** Inventory Control & Resource Management, Vendor Negotiation & Management, Technical Support (On-site & Remote), Facility Operations Management, Fire Safety Compliance.
- **Communication & Customer Relations:** Technical Documentation & Writing, Customer Training, Crisis Management & Resolution, International Client Support & Relations.

PROFESSIONAL EXPERIENCE

Cutting Systems Inc. – Cleveland, OH Production Manager (2019 – Present)

- Oversee comprehensive production planning, scheduling, and resource management, ensuring on-time, high-quality delivery of industrial cutting machinery.
- Lead, mentor, and manage a production team; conduct performance reviews and foster a collaborative work environment.
- Champion process optimization initiatives, troubleshoot complex production issues, and implement corrective actions leading to improved efficiency and waste reduction.
- Manage factory operations, including equipment maintenance, adherence to safety protocols, and fire safety compliance.
- Monitor inventory levels, issue purchase orders, and achieve cost savings through competitive vendor negotiations.
- Provide technical support to service personnel and directly assist customers on-site to analyze issues and implement solutions.
- Participate in strategic planning and weekly meetings with department heads to align objectives and drive continuous improvement.

Team Lead (2018 – 2019)

- Managed and motivated a team of production associates, ensuring efficient task completion and effective resource allocation.
- Coordinated with cross-functional departments to optimize workflow and maintain smooth production operations.

- Provided training and mentorship to team members, contributing to skill development and operational excellence.

American Ultraviolet – Lebanon, IN Field Service Technician (2010 – 2011)

- Installed, calibrated, and serviced industrial UV curing equipment globally, providing expert technical support and solutions to diverse clients.
- Trained customers on equipment operations, maintenance procedures, and safety protocols, enhancing client self-sufficiency.
- Managed service calls, documented technical issues, and collaborated with engineering teams to resolve complex problems.

GEW, Inc. – North Royalton, OH Field Service Technician (2007 – 2009)

- Performed worldwide installation, service, and repair of UV and IR curing equipment for the printing and coating industries.
- Provided comprehensive technical support, including software, electrical, and mechanical troubleshooting and component-level repair.
- Managed technical teams during installations and ensured efficient service delivery to international clients.
- Generated over \$5,000 in sales of spare/replacement parts through effective communication and suggestive selling.

United States Marine Corps – International Technical Supervisor / Tactical Command Center Repairman (1997 – 2000)

- Led technical teams in maintaining, repairing, and ensuring operational readiness of critical communication and data systems in high-stakes environments.
- Managed high-security data transmission systems and upheld highest ratings for inventory accuracy and training effectiveness.
- Provided leadership and technical expertise in diverse international settings.

EDUCATION

University of Toledo – Toledo, OH Master of Business Administration (MBA) Expected Graduation: December 2026

- *Key Coursework Completed:*
 - Introduction to Financial and Managerial Accounting (ACCT 5000)
 - Advanced Negotiation & Conflict Management (HURM 6720)
- *Key Coursework In Progress (Summer 2025):*
 - Results-Based Management (BUAD 6400)
 - International Business (BUAD 6500)

University of Toledo – Toledo, OH Bachelor of Arts (B.A.) in University Studies, December 2024

- Institutional Honors: Magna Cum Laude
- *Key Undergraduate Coursework & Seminars:*
 - Topical Seminar Social Sciences - AI & You (ALS 3040)
 - Lead Strategic Improvement Initiatives (MGMT 4210)
 - Managerial and Behavioral Processes (BUAD 3030)
 - Workplace Communication and Presentations (BMGT 1500)

Cuyahoga Community College – Cleveland, OH Associate of Arts (A.A.), May 2015

- Institutional Honors: Cum Laude

Key Accomplishments & Responsibilities as Production Manager

Cutting Systems Inc.

Leveraging a technical background in electrical and mechanical systems, leadership training from the United States Marine Corps, and business skills refined through my degree and ongoing MBA studies, I have successfully managed and executed numerous large-scale projects and complex operational duties as Production Manager. My role has often encompassed responsibilities traditionally handled by higher-level management or other departments.

Key contributions in this role include:

- **Comprehensive Workflow and Resource Management:** Directed daily production workflows, optimized resource allocation (personnel, materials, equipment), and actively mentored production team members to enhance skills and productivity.
- **Inventory Control and Vendor Management:** Monitored all inventory levels, issued purchase orders, and developed strong relationships with multiple vendors, consistently acquiring cost-savings through strategic sourcing and competitive pricing negotiation.
- **Technical Support and Customer-Facing Solutions:** Provided critical technical support to service personnel and traveled on-site internationally to diagnose complex issues and implement effective solutions directly with customers, ensuring satisfaction and system uptime.
- **Full Factory Operations Oversight:** Managed the daily operations of the entire factory, including proactive maintenance of equipment, strict adherence to safety procedures, and ensuring full fire safety compliance and successful annual inspections.
- **Team Development and Performance Management:** Conducted in-person performance reviews for employees, fostering a culture of accountability and continuous improvement.
- **Strategic Collaboration and Planning:** Actively participated in planning sessions and weekly meetings with other department heads to discuss progress on projects, identify emerging issues and solutions, and met with the production team daily to ensure alignment and address immediate needs.

Letter of Recommendation

Troy C. Anaya
General Manager
Cutting Systems, Inc.
15593 Brookpark Road Brook Park, OH 44142

December 7, 2024

To Whom It May Concern,

I am writing this letter to highly recommend Michael Matta for any opportunity in the field of production management. During his tenure at Cutting Systems, Inc. (CSI), Michael consistently demonstrated exceptional leadership and technical expertise that greatly contributed to the success of our team.

Michael's ability to lead by example and motivate those around him is unparalleled. His strong leadership skills have been instrumental in fostering a collaborative and productive work environment. Whether managing tight deadlines or navigating complex challenges, Michael's problem-solving abilities have proven to be invaluable. He approaches each situation with a calm demeanor, carefully analyzes the situation, and implements effective solutions that benefit the entire team.

Michael's technical expertise is another of his standout qualities. He possesses an in-depth understanding of production processes and consistently leverages this knowledge to improve efficiency and quality. Furthermore, his outstanding people and communication skills allow him to build strong relationships with production floor team members.

Michael's work ethic is exemplary. He is always punctual, reliable, and willing to go the extra mile to ensure projects are completed to the highest standards. His honesty and dedication to his role make him a trustworthy and invaluable member of any team.

I am confident that Michael Matta will be an asset to any organization. His combination of skills, professionalism, and character make him an exceptional candidate for any production management position.

Please feel free to contact me at troy@cuttingsystems.com or 419-769-4886 if you require further information or have any questions about Michael's qualifications.

Sincerely,

Troy C. Anaya
General Manager, Cutting Systems, Inc.