




# Emily Carter

## Senior Manager

### Senior manager with expertise in operations and business strategy

Senior manager with 15+ years of experience leading cross-functional teams, optimizing operations, and driving sustainable revenue growth. Oversaw teams of 20 to 100+ across operations, sales, and strategy, improving productivity by 30% and reducing turnover by 22%.

## PERSONAL INFORMATION

 (123) 456-7890

 email@example.com

 City, ST

## EDUCATION

- MASTER OF BUSINESS ADMINISTRATION (MBA) | STANFORD UNIVERSITY | 2011

## KEY SKILLS

- Business strategy
- Operations management
- Cost control
- Change management
- Leadership development

## PROFESSIONAL EXPERIENCE

### SENIOR MANAGER, OPERATIONS | GLOBAL TECH ENTERPRISES | SAN FRANCISCO, CA | JUNE 2017 - PRESENT

- Spearheaded strategic initiatives that increased company revenue by 30%
- Led a team of 50+ employees, improving efficiency and reducing costs by \$500,000
- Implemented workflow automation that reduced project completion time by 20%

### OPERATIONS MANAGER | INNOVATIVE SOLUTIONS CORP | SAN FRANCISCO, CA | SEPTEMBER 2011 - JUNE 2017

- Managed daily operations, achieving a 15% increase in productivity
- Reduced operational costs by 18% through process improvements
- Supervised cross-functional teams, enhancing collaboration and output