

Sample FAV Sheet

Facts – Achievements – Value (FAV)

Position: Manager Product Engineering

Dates: 02/01/2004 to Present

Duties and Responsibilities: Product profit and loss responsibility and a \$2,000,000 department budget. Long range planning. Direct supervision of four Program Managers. Indirect supervision of 8 Process Engineers. Responsible for all product development from customer contact through production to delivery.

FACTS	ACHIEVEMENTS	VALUE
<i>Facts about your professional background (education, years of experience, challenges, etc.)</i>	<i>What you achieved as a result of these facts (increases in sales, revenue, production, efficiency or decrease in cost) and how you achieved it.</i>	<i>Value you can bring to a potential employer. How they will benefit from your background and achievements</i>
Bachelor of Science, Biology Master of Science, Metallurgical Engineering MBA 6 years project engineering and product management experience	Reduced scrap by 10% saving \$750,000 in the first 6 months Created a production line employee team to work with me on identifying inefficiencies and creating standardized processes based on their day to day observations. Improved product yield by 26 % Introduced computer modeling to manufacturing.	My broad project engineering experience combined with my education and management experience enable me to identify your costly production problems at the source and implement solutions and achieve quality results quickly through technology and building high performance teams.
3 years Marketing Management experience.	Increased customer delivery 10% Personally interviewed key customers and identified dissatisfaction with on-time delivery. Reviewed invoicing and ordering process with sales, accounting, and manufacturing departments and instituted and combined automated sales order, invoicing and manifest system.	My experience with sales, marketing, technology, and manufacturing will allow me to improve your customer satisfaction while reducing cost through improved delivery systems.
Hired to identify and evaluate existing product line and make recommendations on how to improve sales or discontinue the line.	Increased Market Share by 20% Conducted customer focus groups that identified customer needs that could be met with an existing product line creating a whole new market.	My unique background in manufacturing and marketing can increase your current customer base.