

Christina Butler Sigrist

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PROFILE

A highly skilled technology process manager with an extensive background in the management and administration of day-to-day operations of engineering services and configuration management. A skilled team leader, established initiator, and strategic thinker with successful leadership, logical, managerial and communication skills.

PROFESSIONAL QUALIFICATIONS

Process Optimization	Project Management	Item Master
Teaming for Excellence	SDRC Metaphase	Revision Control
Oracle EPR	Product Data Management	Bill of Material (BOM)
Quality Control	Six-Sigma Quality	Kepner Tregoe

PROFESSIONAL EXPERIENCES

Motorola BCS, Mansfield, MA.

1979 – Present

Senior Configuration Analyst

- Managed a group of individuals, in the Configuration Management (Engineering Services) Department, established budgets, policies, procedures, efficiency strategies and guidelines to govern and target company efforts.
- Provided Configuration Management support, leadership, training and service to engineering groups for 7 different sectors of Motorola.
- Coordinated with Motorola BCS, formally General Instruments, the consolidation of multi-sited engineering's master data systems.
- Developed and implemented plans, procedures, processes and training for product data management.

Configuration Management Specialist (1986 – 2000)

- Led a multi-disciplined process improvement team that developed business requirements in order for the Information Technology department to design and automate the engineering change order (ECO) process.
- Validated, streamlined, and documented new business rules, procedures and standards. Process improvement automated the ECO approval process reducing cycle time by 10X.
- Created an electronic print room available to all sectors of Motorola, which resulted in the elimination of manually stored documentation.
- Developed and authored all training material for a formally recognized Motorola University Product Information Management course, which resulted in 1000+ worldwide users trained, thus saving the company the need to purchase vendor supplied training.
- In response to urgent need, managed and consolidated product data from 5 separate acquisitions. Approximately 5000 documents merged with Motorola's electronic print room and Oracle ERP. Set precedent for future acquisitions.
- As committee chairperson for Motorola's Total Customer Satisfaction Teams, coordinated, promoted, staffed and supervised competition events and activities for 200+ people. This resulted in a very successful and under budget event.
- Led a multi-disciplined process improvement team that streamlined the process, consolidated and reduced the distribution of technical publications documentation, achieving a \$240,000 annual cost savings.
- Coordinated, directed and organized the 12 member cross-functional weekly Engineering Change Control Board meetings.

Quality Control Technician (1984 – 1986)

- As the assistant to the Senior Quality Control Engineer, provided quality support for the production of printed board assemblies and final assemblies.
- Created and maintained documentation visual aids for the in process and final inspection departments.
- Received merit award for a Quality suggestion the resulted in an annual \$130,000 savings.
- Calculated, maintained and published quality control reports; i.e. quantity, quality and cycle time.

Quality Control, Final Inspection Supervisor (1982 – 1984)

- Coordinated with manufacturing, customer service and engineering to resolve on-the-job problems such as quality issues, supply and demand requirements, and to develop process improvements.
- Supervised, organized and distributed work assignments for approximately 15 Final Inspection inspectors on all 3 shifts. Evaluated and administered performance appraisals.
- Providing assistance to Cost Accounting, performed annual inventory control audits for all manufacturing and quality departments.

Quality Control, In-process Inspection Group leader (1979 – 1982)

- Distributed daily work assignments for approximately 20 In-process Inspection inspectors, for 6 different product lines, 24/7. Assisted supervisors in the creation and administration of performance appraisals.
- Increased productivity by 50% by creating inspection visual aids.

ADDITIONAL ACCOMPLISHMENTS

2000	Achieved Motorola Bravo Award, General Instruments Transition Support
1999	Committee Chairperson, Motorola’s Total Customer Satisfaction Teams
1998	Hosted Motorola’s Product Data Management (PDM) Conference
1998	Gold Medal Award – Motorola ISG Total Customer Satisfaction Competition
1996,97,98	Silver Medal Award – Motorola ISG Total Customer Satisfaction Competition
1997	Presented at Motorola’s CMPR Symposium – Design Anywhere Build Anywhere
Current	Alpha Sigma Lambda, Beta Xi, Stonehill College

EDUCATION

Stonehill College, Senior Year
Bachelor of Arts Business Management

Fisher College, Associates Degree
Major: Business Management
Minor: Computer Science

PROFESSIONAL TRAINING PROGRAMS

Motorola University
Over 70 courses including:

Total Customer Satisfaction	ISO 9002	Sexual Harassment
Dealing with Difficult People	Six Sigma	5 Nines
Influence Training	Oracle	Supervisory Skills
Microsoft Office	Aspect	Speed Reading