

Nicole Wheelwright

From: noreply@civicplus.com
Sent: Tuesday, November 26, 2024 1:10 PM
To: Nicole Wheelwright
Subject: Online Form Submittal: Board of Administrative Appeals - 2024

Board of Administrative Appeals - 2024

The interview and selection process is scheduled for the December 17, 2024 City Council Meeting at 6:00 p.m.

First Name	Allen
Last Name	Koblin
Primary Phone	██████████
Alternate Phone	<i>Field not completed.</i>
Home Address	██████████
Address 2	<i>Field not completed.</i>
Email	██████████
Occupation/Profession	COMMERCIAL REAL ESTATE
Employer Name	<i>Field not completed.</i>
Are you 18 year of age or older?	Yes
Please select the option that best represents you	Beaumont Resident
Questions	
Will you be able to serve a full two-year term?	Yes
Within the next two years, what days of the week would you normally be available to serve as a Board Member?	I will be available any day of the week.

What days/times would you not be available to serve? I do not have any time restrictions throughout the week.

Additional Information

Resume *Field not completed.*

Additional Information *Field not completed.*

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Nicole Wheelwright

From: noreply@civicplus.com
Sent: Tuesday, November 19, 2024 4:04 PM
To: Nicole Wheelwright
Subject: Online Form Submittal: Board of Administrative Appeals - 2024

Board of Administrative Appeals - 2024

The interview and selection process is scheduled for the December 17, 2024 City Council Meeting at 6:00 p.m.

First Name	Evalin
Last Name	Ghagare
Primary Phone	██████████
Alternate Phone	<i>Field not completed.</i>
Home Address	████████████████████
Address 2	<i>Field not completed.</i>
Email	████████████████████
Occupation/Profession	<i>Field not completed.</i>
Employer Name	<i>Field not completed.</i>
Are you 18 year of age or older?	Yes
Please select the option that best represents you	Beaumont Resident
Questions	
Will you be able to serve a full two-year term?	Yes
Within the next two years, what days of the week would you normally be available to serve as a Board Member?	Tuesdays through friday.

What days/times would you not be available to serve? 9 am to 1pm

Additional Information

Resume [Evalin G-Resume.pdf](#)

Additional Information *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)

Evalin Ghagare



Professional Summary

Experienced and results-driven Human Resource Professional with over 6 years of comprehensive experience in Talent Acquisition and recruitment across various Industries including Technology, Finance, Healthcare, IT and Engineering. Skilled in creating inclusive candidate pools and employing strategic sourcing techniques to attract diverse, high-quality talent. Proven ability to collaborate with hiring managers to develop engagement strategies that align with organizational goals and support inclusive workplaces. Proficient in Workday, Salesforce, ModernHire, Greenhouse and other recruitment technologies, with a strong commitment to continuous improvement and high-touch recruiting.

Professional Experience.

Currently a part of **Salesforce Talent Alliance Career Cohorts**

Closely working with Salesforce recruiters and coaches on different tasks and projects.

- Gained hands-on experience with Salesforce functionalities.
- Automated document generation and contract lifecycle management.
- Managed electronic signatures and digital transactions through DocuSign.
- Created and integrated custom forms with Salesforce using Form Assembly.
- Automated scheduling and sending of Salesforce reports via Cloud, Sharepoint, Slack.
- Utilized Salesforce Maps for location-based intelligence and optimized field service routes.

Agent

New York Life Insurance Company

August 2023 - January 2024

- Offered a variety of Financial products that could help meet a number of insurance and financial needs, including, but not limited to college funding, retirement, managing costs for extended periods of care and lifetime income strategies.
- Utilized Salesforce Marketing Cloud for client acquisition and relationship management.
- Generated leads and identified potential clients through various channels.
- Provided expert advice on insurance coverage options and recommended suitable policies.
- Managed client relationships and utilized Salesforce CRM for client relationship management.

Talent Sourcer/Recruiter- RPO
Randstad Sourceright(in support of Wells Fargo), California

April 2022-November 2022

- Managed end-to-end recruitment processes for various Technical roles ,ensuring alignment with organizational hiring goals and timelines.
- Developed and executed innovative sourcing strategies to attract top talent,utilizing platforms such as Workday CRM, Beamery,and Gr8 People to track metrics and streamline hiring process and analyze recruitment data for continuous improvement.
- Collaborated with hiring managers to refine job descriptions and requirements,enhancing the quality and fit of candidates.
- Collaborate with business stakeholders, business leaders and subject matter experts to plan and deliver projects effectively and timely.
- Developed and managed high-touch candidate experiences,ensuring transparent communication and personalized engagement at every recruitment stage.

Talent Delivery Consultant/ Specialist
Randstad,India

October 2014-July 2016

- Managed a large pipeline of candidates and filled open positions efficiently to meet the Company's needs.
- Expert in Sourcing, pre screening, and interviewing candidates for various roles.
- Ensured a positive and professional experience for all candidates, including providing timely communication and feedback.
- Developed and implemented innovative recruitment strategies to attract top talent.
- Understand and applied industry-specific requirements and qualifications in the recruitment process.
- Collaborate and partnered with hiring managers and stakeholders to understand their staffing needs and ensured alignment with recruitment process.
- Maintained and updated candidate databases accurately and timely to ensure it was compliant with data privacy regulations.
- Tracked and reported to the Executive team the recruitment metrics such as time-to-fill and candidate quality.

Senior Research Executive
Executive Tracks Associate,India
December 2013-September 2014

- Led recruitment efforts across diverse industries,including finance,IT,legal,and healthcare.
- Built and maintained strong relationships with hiring managers and clients,ensuring alignment with recruitment goals and expectations.

- Managed the recruitment of sensitive and confidential roles, providing high-level recruitment support and market insights.
- Increased client satisfaction through effective communication and tailored recruitment strategies.

Talent Resource Coordinator

Career Hunters, Kuwait

January 2010-October 2012

- Managed recruitment processes for clients in sectors such as banking, financial services, engineering etc
- Sourced candidates from Gulf countries and international markets through various channels, including job portals, referrals, and cold calling.
- Ensured accurate and compliant payroll processing for employees, enhancing operational efficiency.
- Collaborated with recruitment software providers to optimize technical functionalities and enhance user experience.

Education

- **MBA- 2009**
- **Post Graduate Diploma in Foreign Trade-2009**
- **Bachelor of Business Management-2007**
- **Diploma in Air Transport & Marketing- Skyline Institute, Kuwait-2003**

Certifications

- **CDI Insurance Producer License**(Life, Health, and Accident), California-2023
- **Clicked Salesforce Administrator Quest-Completed**
- **Deloitte Salesforce Consultant Quest- Clicked- Completed**

Technical Skills

- Recruitment Tools: LinkedIn Recruiter, ATS, Workday, Gr8People
- Salesforce (Pursuing Certification in AI and Associate)
- Microsoft Office suite, Google workspace

Skills

- Full-cycle recruitment and talent acquisition
- Behavioural interviewing and competency assessments
- Advanced sourcing techniques and data-driven recruitment strategies
- Proficient in sourcing candidates from social media and used platforms like LinkedIn, Monster, Indeed, Dice, Boolean Search and Google x-ray, Glassdoor, GitHub, Stack

- Familiar with ATS and payroll software(Workday, Salesforce, Taleo, Gr8 People, ModernHire, bullhorn)
- Strong relationship management and stakeholder engagement
- Knowledge of employment laws and HR compliance
- Effective communication and interpersonal skills.
- Excellent written and verbal communication skills
- Detail-oriented with strong organisational and time management abilities

Professional Development

- Member of the Society for Human Resource Management(SHRM)
- Active participant in industry webinars, networking events and tech groups to stay updated on best practices and trends.

References

Available upon request

Nicole Wheelwright

From: noreply@civicplus.com
Sent: Tuesday, December 3, 2024 6:42 AM
To: Nicole Wheelwright
Subject: Online Form Submittal: Board of Administrative Appeals - 2024

Board of Administrative Appeals - 2024

The interview and selection process is scheduled for the December 17, 2024 City Council Meeting at 6:00 p.m.

First Name	Mary
Last Name	LaPlante
Primary Phone	██████████
Alternate Phone	<i>Field not completed.</i>
Home Address	████████████████████
Address 2	Beaumont, CA
Email	████████████████████
Occupation/Profession	Managing Labor Representative
Employer Name	City Employees Associates
Are you 18 year of age or older?	Yes
Please select the option that best represents you	Beaumont Resident
Questions	
Will you be able to serve a full two-year term?	Yes
Within the next two years, what days of the week would you normally be available to serve as a Board Member?	All

What days/times would you not be available to serve? Normal work hours are 8-5 Monday through Friday. Could take leave with notice of a meeting.

Additional Information

Resume [inbound462670028073299173.pdf](#)

Additional Information *Field not completed.*

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Mary L. LaPlante

WORK EXPERIENCE:

CITY EMPLOYEES' ASSOCIATES

Jeff Natke, General Manager
4401 Atlantic Avenue, Suite 200
Long Beach, California 90807
(562) 433-6983

05/2010 – Present Managing Labor Relations Representative
40-hours per week, \$150,000 per year

Represent client of employee associations in negotiation over 400 Memorandums of Understanding as the chief spokesperson, leadership role in representing employees in dispute resolution with their management, grievance resolution, disciplinary appeals, arbitrations, Public Employment Relations Board Unfair Labor Practices, represent management at the NLRB, conducted general membership meetings and training.

Perform the recruitment and selection process for all staff positions. Conduct the application review and testing, conduct the initial interview of candidates, coordinate the site visit interview, and advise the General Manager in the final selection. Conduct new hire orientation and training. Investigate allegations of employee misconduct and assist the General Manager in disciplinary matters. Serve as the back-up in the absence of the General Manager/Owner. In-take new cases, determining the appropriate action, assigning the case to the appropriate representative or attorney on staff, and monitor the case progression. Train, supervise, and advise staff on case management.

WORLD FINANCIAL GROUP

Chino Hills, California

04/2008- 2011 Associate
Self-employed approx. 20 hours per week, commission based approx. salary of \$20,000 per year

Self-employed as a Licensed Insurance Agent, while returning to school to complete a bachelor's degree. Licensed with the State of California to sell life insurance, annuities, and health and disability insurances. Educate middle class families on how to save and make more money. Evaluate financial needs and align the proper products to meet the needs of the families I served.

COUNTY OF SAN BERNARDINO

Employee Relations Division

157 W. 5th Street

San Bernardino, California 92415

(909) 387-5000

01/2006 - 10/2006 Human Resources Officer II
40-hours per week, \$93,000 annual salary

Human Resources Officer II for the Employee Relations Division of Human Resources. Duties included investigate alleged employee misconduct, advised department managers on appropriate level of discipline, prepared disciplinary notices and orders, represented management in disciplinary hearings, provided advice and training to department managers and supervisors on the interpretation and application of personnel policies, procedures and case law, represented management in Civil Service Commission and arbitration hearings, and contract negotiations, reviewed grievances to determine whether to accept or reject, managed the grievance process to ensure grievances are resolved in a timely manner consistent with labor contracts. Worked with other HRO's to develop a Supervisory Training Guide which contained a process to follow in disciplining employees, mentoring, and coaching employees.

SAN BERNARDINO PUBLIC EMPLOYEES' ASSOCIATION

433 N. Sierra Way

San Bernardino, California 92415

(909) 889-8377

10/1997 - 01/2006 Lead Labor Relations Representative
40-hours per week, \$92,000 annual salary

Represent members in disputes with management, grievance resolution, disciplinary appeals, arbitrations, unfair labor practice hearing in front of the Public Employment Relations Board, negotiated employment contracts, as the chief negotiator, conducted general membership meetings and Labor/Management meetings, staff representative for the Board of Director sub-committees for bylaws and grievance determinations.

As the only Lead Representative, I also had the responsibility of assigning cases to the Labor Relations Representatives, providing guidance in resolving concerns with their assignments and monitoring caseloads. I represented the General Manager in his absence.

CITY OF FONTANA

8353 Sierra Avenue

Fontana, California 92335

(909) 350-7650

06/1983 - 10/1997 Human Resources Technician
 Human Resources Department
 40-hours per week, \$44,000 annual salary

Supervision of clerical staff, conducted the recruitment and selection process, employee benefit administration, initial implement and monitoring of the programs and budgets for the D.O.T. drug and alcohol testing program, the Family Medical Leave Act and Pregnancy Disability Leave Program, and the Hepatitis B training and vaccination program, fingerprinted and processed new employees, maintain and audit the position control system, processed personnel action forms, updated the City's exposure control plan and the supervisor's training program, conduct training, risk management staff contact for worker's compensation and liability claims coordination with the City's third party administrator.

EDUCATION:

University of Texas, Austin
Human Resources Management Certificate
December 7, 2021

University of La Verne
B.S. in Public Administration, Magna Cum Laude
GPA: 4.0

University of California, Riverside Extension
Human Resources Vocational Certification Programs
GPA: 3.813

CERTIFICATIONS:

12/2007 Professional in Human Resources (SHRM -PHR) – currently expired.
 Preparing to take the exam

03/1996 Risk Management
 from the University of California, Riverside

06/1995 Human Resources and Personnel Management
 from the University of California, Riverside

01/1995 Supervisory Development
 from the University of California, Riverside

Nicole Wheelwright

From: noreply@civicplus.com
Sent: Sunday, November 24, 2024 12:45 PM
To: Nicole Wheelwright
Subject: Online Form Submittal: Board of Administrative Appeals - 2024

Board of Administrative Appeals - 2024

The interview and selection process is scheduled for the December 17, 2024 City Council Meeting at 6:00 p.m.

First Name	Ronald
Last Name	Rader
Primary Phone	██████████
Alternate Phone	██████████
Home Address	██████████████████
Address 2	<i>Field not completed.</i>
Email	████████████████████
Occupation/Profession	SGMH Healthcare District Board Member
Employer Name	San Gorgonio Memorial Hospital
Are you 18 year of age or older?	Yes
Please select the option that best represents you	Beaumont Resident
Questions	
Will you be able to serve a full two-year term?	Yes
Within the next two years, what days of the week would you normally be available to serve as a Board Member?	Available all days

What days/times would you not be available to serve? 8:00 am to 5:00 PM all days. Evenings if necessary.

Additional Information

Resume [Ronald Rader Resume.docx](#)

Additional Information *Field not completed.*

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Ronald Rader



EXPERIENCE

2014 - 2024

Administrative Appeals Hearing Officer / Beaumont, California

2014 - 2026

Board of Directors / San Gorgonio Memorial Hospital Healthcare District

**Board of Directors / San Gorgonio Memorial Hospital, Banning, California,
Finance Committee, Board of Director Secretary**

2010 - 2022

**Oversight Committee Measure "A" and Measure "D" / San Gorgonio
Memorial Hospital, Banning, California**

2008 - 2014

Solera Home Owners Board of Directors / Beaumont, California

2013 - 2016

Beaumont Cherry Valley Rotary Board of Directors / Beaumont, California

1977 - 2004

Manager / Ralph's Grocery Company / Various Locations in California

Activities

Beaumont / Cherry Valley Rotary Foundation Board Member

Banning / San Gorgonio Pass Rotary

Beaumont Chamber of Commerce

Banning Chamber of Commerce

Boys & Girls Club – Board of Directors

Beaumont / Banning Student of the Month

Regional Collaborative Committee

Calimesa Chamber of Commerce

Nicole Wheelwright

From: noreply@civicplus.com
Sent: Sunday, December 1, 2024 7:46 PM
To: Nicole Wheelwright
Subject: Online Form Submittal: Board of Administrative Appeals - 2024

Board of Administrative Appeals - 2024

The interview and selection process is scheduled for the December 17, 2024 City Council Meeting at 6:00 p.m.

First Name	Sylvia
Last Name	Wiley
Primary Phone	██████████
Alternate Phone	<i>Field not completed.</i>
Home Address	████████████████████
Address 2	<i>Field not completed.</i>
Email	████████████████████
Occupation/Profession	Purchasing Director
Employer Name	Imperial Dade
Are you 18 year of age or older?	Yes
Please select the option that best represents you	Beaumont Resident
Questions	
Will you be able to serve a full two-year term?	Yes
Within the next two years, what days of the week would you normally be available to serve as a Board Member?	Any day of the week I could arrange to be available

What days/times would you not be available to serve? I could arrange to be available any day

Additional Information

Resume [2024 Resume.pdf](#)

Additional Information *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)

SYLVIA WILEY

Senior Supply Chain Professional

Accomplished, resourceful, and results-driven supply chain professional, offering key credentials in Planning, Production Control, Project Management, Procurement, Vendor Management, Inventory Control & Cost Reduction. Over 20 years of experience leading operations in controlled production environments with proven ability to meet goals and deadlines, while maximizing available resources. Demonstrated aptitude to independently manage priorities, communicate effectively, lead with integrity, and maintain optimal efficiency. Ensures compliance; excels during all complex challenges and conflicts. An organizational leader with a high bias for action. Possesses an organized, process-oriented approach that has maximized successful business results and optimum team performance.

PROFESSIONAL EXPERIENCE

Regional Director of Purchasing & Inventory, Imperial Dade – Loma Linda, CA September 2023 to Present

- Direct the replenishment and purchasing operations of regional team, consisting of five purchasing managers, and sixteen buyers, servicing six distribution warehouses.
- Responsible for restructuring the purchasing departments of west region acquisitions, forming one regional procurement team.
- Develop and drive Key Performance Indicators to increase fill rates, inventory turns, and on time delivery.
- Generate daily, weekly, and monthly reporting to summarize department performance and provide insights for improvement.
- Strategically analyze inventory related data to increase responsiveness to inventory demands.
- Implement data driven inventory policies to optimize stock levels, minimizing stockouts and reducing excess inventory.
- Implement policies, procedures, systems and programs required to meet the department objectives and to ensure continuous improvement in all supply planning areas.
- Manage vendor relationships, to optimize service and drive issue resolution.
- Collaborate with other departments to define current and future inventory requirements and apply forecast systematically to ensure sufficient supply.
- Manage West Region acquisition integrations inclusive of training, physical inventory moves, communication with internal and external stakeholders, and implementation of process and control.
- Work directly with senior management from Operations, Sales, Finance, and Sourcing providing leadership and direction on a cross functional basis to ensure optimum inventory levels.

Supply Chain Manager, Dura Plastic Products Div of Tigre Grupo - Beaumont, CA February 2022 to September 2023

- Manage key areas of the Supply Chain including procurement, planning, order management, inventory control, warehousing, logistics, and external distribution warehouses.
- Manage all external distribution warehouse stock levels and replenishment cycles.
- Lead Supply Chain process improvements directly impacting Customer On-Time Delivery.
- Implement policies, procedures, systems and programs required to meet the department objectives and to ensure continuous improvement in all material management and supply planning areas.
- Ensure the department compliance and performance to key metrics including cost savings, inventory reduction, fill rate, OTD, and OTIF.
- Lead Sales and Operation Planning process within the operations, review recommended sales forecasts and inventory goals, and drive the agreement on a consensus forecast.
- Develop and maintain a PFEP (Plan for Every Part), utilizing historical consumption to establish ABC classifications on a multi criteria level and incorporating S&OP forecast to ensure sufficient inventory levels to align with sales objectives.
- Drive adherence to production schedules to ensure the manufacturing of appropriate stock levels, minimizing over and understock.
- Manage and oversee the safety and efficiency of internal and external warehouse facilities.
- Manage external partner relationships.
- Lead initiatives through ERP implementation, supporting change management

Production Control Manager, PSG California, a Dover Company - Grand Terrace, CA March 2020 to February 2022

- Manage team of ten Production Planners and two Master Schedulers, covering six Value Streams.
- Lead Supply Chain process improvements directly impacting Customer On-Time Delivery.
- Ownership of all customer orders from order entry through to shipping, covering monthly sales averaging \$15M per month.
- Manage daily Production Schedules across all product brands and operation departments.

SYLVIA WILEY

- Implement policies, procedures, systems and programs required to meet the department objectives and to ensure continuous improvement in all material management and supply planning areas.
- Ensure the department compliance and performance with all SGD activities including bowler metrics, and action plans for Inventory Turns and Customer On-Time Delivery.
- Develop and maintain PFEP, utilizing historical consumption, to set inventory targets and evaluate the short and long term unit and dollar inventory projections at the raw, sub-assembly, and finished good levels.
- Maintain item parameters in Oracle MRP to maximize productivity and on time delivery while minimizing inventory.
- Lead sales and operations (S&OP) planning process with Sales, Finance and Operations, review recommended sales forecasts and inventory goals, and drive the agreement on a consensus forecast.
- Collaborate with Product Management and Sales on new product introduction forecast ramp.
- Track engineering change notifications (ECN) and make appropriate adjustments in forecasting system to enable sound planning of future supply.
- Work with IT to develop databases, ad hoc reports & specify software solutions to fit planning needs of the company.

Purchasing Supervisor, PSG California, a Dover Company - Grand Terrace, CA ***November 2017 to March 2020***

- Supervise Purchasing Team and ensure key metrics are being driven and achieved; Site OTD (Customer Focused), Supplier OTD, Inventory Reduction, PPVs, Cost Savings, and AP Aging.
- Drive shortage management, root causing, and updating of forecasts and safety stocks as necessary.
- Develop and maintain PFEP (Plan for Every Part) for both make and buy inventory.
- Implement Forecast tool and review quarterly for accuracy, and update
- Lead the Supply Chain integration of new product acquisition. Team Lead for physical move of acquisition cross country.
- Work closely with Production Planning Department to facilitate target work order release quantities to keep productivity at a maximum.
- Drive down excess inventory by negotiating blanket agreements & stocking programs with suppliers, reducing lead times, initiating product return/ buybacks, and working with engineering to modify/ convert obsolete materials.
- Train and develop new team members.
- Manage the performance of assigned group of suppliers and initiate the timely release of purchase orders for production materials.
- Efficiently utilize Oracle MRP to generate purchase orders, release work orders, and manage inventory.
- Create and manage work orders for Outside Processed Parts.
- Manage supplier performance using LeanDNA, tracking and measuring PPVs, OTD and Quality (DPM).
- Develop Stocking Agreements with suppliers, reducing lead times, and minimum order quantities.
- Reduce excess incoming inventory by driving daily open order management and scheduling out as necessary.
- Expedite orders as necessary to satisfy customer demand while avoiding increasing costs.
- Work closely with Receiving and Inventory Departments to resolve issues and reduce delays in getting product into stock and available for production use.
- Participate in continuous improvement efforts, sharing ideas, and offering support to all other departments at every opportunity, across all product brands.
- Work with accounting to resolve invoice discrepancies and payment hold issues.
- Collaborate with Engineering to process Product Change Requests, review bills of materials, perform make or buy analysis, set-up new products, and quote special projects.

Buyer Planner Supervisor, Winpak Lane - San Bernardino, CA ***February 2016 to November 2017***

- Manage daily activities of Purchasing & Planning Department.
- Supervise, lead, mentor, and motivate Purchasing & Planning staff.
- Manage vendors; strategically negotiate prices, RFP's, order status, and technical matters.
- Create, evaluate, and prioritize Open Sales Order report based on shop capacity, customer demand, and company objectives. Run weekly Sales Order Meeting to communicate order status and establish job priorities.
- Manage machine build special projects ensuring materials and services are available just in time.
- Efficiently utilize ERP system to enter purchase orders, work orders, monitor open PO's, supplier performance, and cost analysis.
- Evaluate blueprints to perform make or buy analysis.
- Implement, lead, and track cost savings initiative, focusing on reducing costs and capturing all savings opportunities.
- Expedite orders as necessary, negotiating with vendors to reduce and/ or eliminate expedite fees.

SYLVIA WILEY

- Monitor inventory levels, forecast requirements, and update order policies as necessary.
- Work closely with accounting to resolve invoicing issues and keep purchase price variances to a minimum.
- Manage and reduce freight costs and transit times.

Senior Buyer, Flowserve Corporation - Rancho Dominguez, CA

March 2011 to February 2016

- Effectively manages and coordinates the procurement of all parts (pump components), raw materials, subcontract services (fabrication, machining, heat treating, coating), equipment maintenance, repairs, facility services, janitorial supplies, packaging materials, and office supplies for pump quick response repair center.
- Create daily purchase orders in Baan MRP system and process multiple Pcard transactions daily for indirect purchases.
- Perform “make or buy” analysis when necessary to maximize efficiency.
- Manage, monitor, and audit suppliers. Participate in new supplier on-site evaluations.
- Work closely with engineering, review BOMs, process procedures, and specifications.
- Review requisitions for accuracy; ensuring critical drawing elements/ process specifications are specified on each PO.
- Generate custom purchasing reports, cost overviews, open order reports, GRNI, and on-time delivery reports.
- Creates and reviews Open Orders Reports daily/weekly; ensures orders arrive on-time and within budget.
- Research, source, and negotiate the purchase of all goods to meet quality, cost, and delivery requirements.
- Ensures quality, delivery, and cost issues are addressed immediately.
- Manage vendor on-time delivery performance, 98% on 95% goal.
- Expedite purchase orders. Pull-in, push-out as necessary.
- Actively participate in companywide cost savings initiative, exceeding cost savings goals set out by managers.
- Work closely with accounting to ensure invoice accuracy and timely processing of all invoices.
- Contribute to overall success of the business unit and provide backup in all other areas to support business needs.
- Supports and adheres to company and regulatory guidelines (QMS), traceability requirements, and SOX controls.

Production Control/Purchasing Manager, Vaga Industries, So. El Monte, CA

2003 to 2011

- Strategically prioritized a wide variety of critical production requirements, including quoting, purchasing, troubleshooting, AutoCAD drafting, supervising, scheduling, controlling, and order processing.
- Actively managed vendors; strategically negotiated prices, RFP's, order status, and technical matters.
- Manage all customer orders from order entry through shipment and invoicing.
- Evaluated, planned, created, and implemented master production schedule; managed full-cycle purchasing of all raw materials, chemicals, equipment, packaging and office supplies, maintenance, and services.
- Collaborated with top customers to implement highly-efficient Kanban (stock replenishment) programs.
- Efficiently utilized ERP system to monitor open PO's, supplier performance, and cost analysis.
- Evaluated blueprints to create accurate estimates and proposals using AutoCAD.

AWARDS

PSG Dover – Denny Buskirk Lifetime Achievement Award for Continuous Improvement - 2020

Flowserve Corporation – Multiple “Spirit of Flowserve” Awards for Collaboration, Commitment, Competence, and Creativity.

EDUCATION - CERTIFICATION - QUALIFICATIONS

MS Organizational Leadership Global Management, Arizona State University (in progress)

BS Operational Management, Southern New Hampshire University

AA Business Administration, Southern New Hampshire University

Purchasing Fundamentals Certificate, Cal State University, Dominguez Hills, CA

Member, APICS - CSCP Certificate (continuing education/in-process)

TECHNICAL PROFICIENCIES

Microsoft Office Suite (Outlook, Word, Excel, Powerpoint, Access), AS400, Baan (MRP), M1 (ERP), Vista, AutoCAD, Oracle, SAP, Microsoft BI, S2K ERP, Syteline SL8, Sharepoint, LeanDNA, TeamGuru, Crystal Reports