

CANDIDATE

SUMMARY:

Team player and leader for training, quality improvement and process development. Purchasing professional with diversified commodity experience with high-tech OEMs (Original Equipment Manufacturers). Demonstrated ability to negotiate high-value, multi-year contracts and leveraging cost reduction opportunities. Experienced in implementing Supply Chain Management principles, including Kanban, MRP and ERP, new product development and quality improvement initiatives.

- Communicates with all levels of the organization to facilitate decision-making.
- Develops creative solutions through team efforts.
- Develops/monitors process metrics to meet organizational quality improvement goals.
- Maintains a strategic view of organizational objectives while managing personal and team tactical operations.

PROFESSIONAL EXPERIENCE:

COMMODITY MANAGER

(1998-2002)

Major Corporation, Anytown, CT

Unit of Some Corp.

Manufacturer of laboratory equipment, centrifuges, incubators and refrigeration equipment.

Responsibilities:

- Responsible for contracts negotiation, supplier development and new product development. Mentored and trained Buyers. Commodities: Electronics, Refrigeration, Motors, Rubber Parts, Packaging and Equipment.
- Reduced annual cost of electrical components by \$30K and reduced inventory by \$100K through implementation of a Supplier Managed Consignment Inventory Program.
- Improved average on-time delivery performance to 95% from 83% by performing weekly reviews of the suppliers' on-time performance.
- Achieved annual cost reduction in excess of \$250K through negotiations, re-sourcing and consolidation of suppliers in 2001 to 2002.
- Negotiated and established annual and multi-year contracts with over 100 suppliers within 18 months.
- Purchasing Team Lead for development of a new superspeed centrifuge.

Major Corporation, Thistown, CT

(1991-1998)

Division of Conglomerate

Manufacturer of military and commercial helicopters.

CANDIDATE

SUBCONTRACT ADMINISTRATOR

(1993-1998)

Responsibilities:

- Negotiated and administered multi-million dollar contracts with diversified Suppliers in the US and Europe. Commodities -- Electronic & Communications Systems, Sheet Metal and Machined parts, Hydraulics Systems, Transmission parts.
- Member of Material Review Board and the Small Business Liaison team.
- Commodity Manager for Avionics.
- Successfully re-sourced a critical system from a supplier that went out of business. The team effort reduced overall cost with no interruption in production.
- Developed a Supplier Quality Rating System as part of a multi-discipline team.
- Teamed with Supplier Quality to implement the Kaizen process with one supplier.

SENIOR BUYER

(1991-1994)

- Handled sheet metal and hydraulic equipment commodities.

Major Corporation, Middleplace, CT

Large Division

Builder of semiconductor manufacturing equipment.

(1978-1991)

PURCHASING AGENT

(1984-1991)

Responsibilities:

- Managed 7 people -- 4 buyers, 2 secretaries and 2 data entry people.
- Commodities -- Optics, Electronics, MRO, Office Supplies and Contract Personnel.
- Improved productivity in processing requisitions by 50% over one year through buyer training.
- Reduced overall lateness by 20% through implementation of weekly reviews of supplier performance.
- Developed new sources for an environmental chamber, high-tech optics and lasers.
- Implemented new and improved departmental reports as liaison to Corporate Information Systems Dept.

BUYER, SENIOR BUYER, SENIOR BUYER/SUPERVISOR

(1978-1984)

- Managed purchasing, monitored suppliers, negotiated contracts related to various commodities, in positions of increasing responsibility.

EDUCATION:

SACRED HEART UNIVERSITY, Fairfield, CT (1987)
Masters of Business Administration
Minor: Finance
GPA: 3.7

St. John's University, Flushing, NY (1975)
Bachelor of Arts, Psychology
Major GPA: 3.5 Captain of Soccer Team

ADDITIONAL INFORMATION:

MIT Negotiations Seminar (1995)