

# MARILIE DIBBERT

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## WORK EXPERIENCE

### OPERATIONS PROGRAM MANAGER

12/2016 - PRESENT

New York, NY

- Drive closure to NPD, SE and CIP projects; plant AFE’s supporting NPD, SE and CIP projects
- Strong interpersonal skills required in the areas of verbal and written communications, employee focus, service to internal customers, vendor’s professionalism, coaching, influencing, and team building
- Facilitating finalization of Global Merchandising Bill of Materials (BOM) and placing finalized and approved digital assets on our digital asset storage and sharing platform for the NA and other regional market segments
- Soliciting and consolidating global feedback on our digital asset storage and sharing platform. Preparing recommendations for and project managing delivery of platform improvements based on customer and/or business needs
- Supporting NA Channel Marketing (CM) on feasibility and execution of projects requiring cross-coordination with GSO 3PL Ops and GSO Launch PMs
- Consolidating NA Field Sales merchandising and demo feedback periodically as part of launch post mortems and ongoing improvement efforts
- Preparing launch assets for the NA Channel Marketing and NA Sales team
- Keeping GSO Launch team members informed of changing needs, trends, or concerns from the NA teams

### SENIOR OPERATIONS PROGRAM MANAGER

04/2011 - 06/2016

Dallas, TX

- NPI Project Management of Operations deliverables - operations project planning, NPI issue resolution, design for cost and manufacturability, product cost safeguarding, supply chain planning & execution, consciously made Risk Buy and Tooling decisions, manufacturing readiness and execution, mfg quality, regional fulfillment
- Being subject matter expert and key escalation point for business groups, regions and design in all matters of Operations NPI Readiness. Ensuring Operations Operating model fits business partners needs
- Jointly driving NPI end to end project management: schedule and milestone alignment, issue resolution and risk reporting in full cooperation with NPI GTM Program Manager and Product development project leader
- Product Launch Center project set-up, Logi Playbook workflow load, data accuracy & completeness & NPI topline Executive risk reporting
- Preparation and scheduling of critical milestones assigned, where applicable including organizing approval meetings and management reviews while ensuring readiness of deliverables, material and data for these milestones
- Drive project post-mortem and post-launch NPI Executive Reporting to identify and drive NPI best practices
- Contribute on improvement and development of processes and tools to facilitate and standardize project activities
- The channel and our customers are confident in Microsoft’s strategy and ready for our leadership and help with their own transformations

### BUSINESS OPERATIONS PROGRAM MANAGER

07/2007 - 03/2011

Philadelphia, PA

- Industry Innovations are disrupting our customer’s businesses while creating new opportunities for Microsoft to demonstrate business value
- Responsible for new product introduction programs into Operations. Programs are composed of a portfolio of projects focused on hardware, reagents and sensors
- Coordinating manufacturing and sourcing capabilities (Manufacturing, Original Equipment Manufacturing (OEM), Logistic, Quality, and Finance), articulating the optimum project path toward Product Requirements Document (PRD) fulfillment and leading its execution
- Initiating an extended team to plan and coordinate several smaller projects in the Manufacturing Operations area, involving supplier selection, component sourcing, make-versus-buy recommendations, supply chain, SKU creation, quality control, validation, vendor qualification, planning, costing
- Organizing project reviews and providing project status updates to the Operations Leadership
- Coordinate the efforts of technical teams in the field of software, mechanical design, plastics, fluidics, automation, Printed Circuit Board (PCB), Field Programmer Gate Array (FPGA), Graphics Processing Units (GPU), power supplies, semiconductor, packaging, molecular biology reagents, chemicals
- Support and participate into Practical Process Improvement (PPI) initiatives
- Ensure required compliance levels with regulatory agencies are met: ISO13485, cGMP, 21CFR820 regulations, safety, emissions and shipping
- Assist the Buyer/Planner during the Verification & Validation (V&V) and Commercialization phase

## EDUCATION

### WITTENBERG UNIVERSITY

2003 - 2007

Bachelor’s Degree in Engineering

## PROFESSIONAL SKILLS

- Excellent verbal, written, and presentation skills. In particular, a demonstrated ability to effectively
- Strong communication skills, and proven track record of program management and managing quality/cost improvement in our external manufacturers