

ABIEZER "ABE" REYES

SPECIAL PROJECTS DIRECTOR

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Operations leader with 5 years building and automating business processes. At Acadio, worked directly with CEO/President taking direction on complex operational needs and delivering independent solutions they adopted going forward. Proven ability to transform manual workflows into automated systems using Claude, Python, and process design.

Prior experience managing complex financial operations at Toyota (legal compliance, technical requirements, customer interaction) plus military leadership. Force multiplier mindset: identify bottlenecks, automate, hand off. Orlando-based, hybrid-ready.

TECHNICAL SKILLS

Operations & Automation

Process Automation, Workflow Design, Data Migration, Project Leadership

AI & Tools

Claude & Claude Code, Python Automation, Salesforce CRM, Business Automation Platforms

Strategic Execution

CEO Partnership, Independent Problem-Solving, Complexity Management, Cross-functional Leadership

PROFESSIONAL EXPERIENCE

Founder & Operations Consultant

November 2023 - Present

needthisdone.com | November 2023 - Present

- Run independent consulting practice: operations improvement, process automation, technical problem-solving for various clients
- Key client project (Acalio, EdTech): partnered with CEO/President on operational solutions, built Python automation for PDF conversion, data migrations, content processing—transformed weeks of manual work into hours

Operations & Finance Manager

Spring 2017 - Winter 2023

Toyota of Orlando | 2017-2023 | Three progressively responsible roles; last 2 years in Financial Services

- Personally executed 80-100 financial deals monthly while navigating legal compliance, technical requirements, and complex customer negotiations simultaneously
- Built systems and processes that made complex operations repeatable; identified and solved operational bottlenecks with simple, scalable solutions

Student Services Professional

2012 - 2017

Full Sail University | 2012-2017 | Admissions Rep (3 years) → Military Department Student Liaison (2 years)

- Admissions: B2B-style outbound calling to recruit students; built relationships and persuaded prospects to commit to program
- Military Department: Maintained student motivation and engagement in high-pressure military program; coordinated with leadership and instructors to support student success

B2B Sales Representative

2009 - 2011

Quill.com | 2010-2011

- Outbound B2B calling to open new accounts; built relationships with business owners and office managers to establish ongoing customer accounts

EDUCATION

Full Sail University (2016 - 2017): Web Design & Development coursework. Learned modern automation and technical problem-solving while working full-time.