Joshua Tracy

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**Summary**

Attentive and goal-focused brings successful approach to cultivating complex best practices to meet organizational and regulatory expectations. Detail-oriented focus on achieving expected outcomes. Enthusiastic hard worker with expertise in cultivating lucrative client relationships and implementing better processes and procedures. Flexible hard worker ready to learn and contribute to team success.

**Skills**

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| --- | --- |
| * Project analysis * Virtual Management systems * Content management systems * Software troubleshooting * Reports and documentation * Staff management * Customer relationship management | * Issue resolution * Quality Assurance * Networks and peripherals * Project management * Project Implementation * Lean and Just in Time operations |

**Experience**

**Agriculture Consultant**|Green Rush Consultants - El Centro, CA|02/2012 - 11/2021

* Researched and analyzed operations to ascertain detailed client needs.
* Oversaw project schedules and evaluated progress toward important milestones at every phase of project.
* Analyzed cost and expense to measure against original budget with adjustments to align operations with fiscal goals.
* Cultivated best practices based on industry experience and current regulatory expectations.
* Oversaw and supervised onsite. Lead nconsultant teams and liaised between team recommendations and business executives.
* Furnished custom-tailored advisory services to boost performance, enhancing growth and management systems.
* Assisted senior management in negotiating and renegotiating contracts to improve cost savings.
* Placed orders for customer purchases and personal inventory to maintain consistent stock.
* Documented research findings and prepared polished reports highlighting results and potential improvement strategies.
* Met with clients and discussed the scope of the project to ascertain how long it would take and what resources would be needed.

**Owner/Vegetable Farmer**|JT Farms - Lakeside, CA|02/2010 - 10/2021

* Purchased supplies, including seeds and fertilizer.
* Kept financial records up to date.
* Loaded agricultural products into trucks to deliver products to markets or storage facilities.
* Monitored weather conditions and adjusted strategies accordingly to avoid losses.
* Directed efficient crop production to maximize resource utilization and consistently meet schedule and financial demands.
* Conferred with horticultural experts to plan and implement facility updates focused on expanding offerings, increasing productivity and improving revenue.
* Handled money by accurately setting up registers, balancing drawers and preparing daily deposits.
* Kept greenhouse clean, neat and well-organized to maximize productivity and professional appeal.
* Supervised day-to-day activities of [Type] ranch.
* Protected environmental areas, team members and consumers from harm by closely monitoring chemical applications and production techniques.
* Planned harvest and planting schedules.
* Coordinated clerical, recordkeeping and marketing strategies to enhance business operations and boost profits.

**Project Manager**|Wynn Resorts, Las Vegas Blvd - Las Vegas, NV|02/2006 - 02/2010

* Handled continuous project monitoring and management, including developing forecasts, tracking expenses and approving payments.
* Forecasted, scheduled and monitored project timelines, personnel performance and cost efficiency.
* Created project plans with established timelines for integral phases, assigned to appropriate teams, managed workflow and achieved RFP submissions and completion deadlines on or before schedule.
* Made changes to project scope and cost and implemented most effective change management processes to keep project up-to-date.
* Led subcontractor meetings to convey project requirements, scope, milestones and regulatory compliance.
* Monitored internal financial budgets to measure against projections.
* Managed entire project life cycle from initial concept through final delivery.
* Set project schedules and oversaw milestones for duration of project.
* Converted existing business objectives into specific measurable, time-based goals and realistic action plans.

**Education and Training**

ITT Technical Institute - Henderson, NV  |   Henderson, NV   |

**Associate of Applied Science**: Computer Networking

Adolfo Camarillo High School  |   Camarillo, CA   |

**High School Diploma**