**Darrick Prichett**

726 Joseph Drive, Jefferson City, MO 65109 ● (573) 230-9592 ● [darrickprichett@gmail.com](mailto:darrickprichett@aol.com)

**Summary of Qualifications**

Integrity-driven and versatile, with over ten years’ experience utilizing a number of resource management models, critical decision-making and strategic planning experience. Over five years’ experience in fiscal and federal compliance monitoring. Cross-functional expertise supporting core business functions, including technical research and writing, procurement, customer relations, sales, project planning and coordination, budget analysis and technology utilization.

**Areas of Expertise**

* **Resource Planning (specifically ERP, Supply Chain):** Experienced in analyzing production specifications and plant capacity data and performing mathematical calculations to determine manufacturing processes, tools, and human resource requirements.
* **Organization:** Logical and highly-organized. Excel in prioritizing and completing tasks and meeting budget goals and deadlines without compromising quality or productivity. Extensive project management, budget management, scheduling, and procurement experience.
* **Oral/Written Communications:** Experience interfacing with people of diverse backgrounds, including coordinating tasks with government and contracting personnel. Skilled in technical writing and editing.
* **Client/Customer Service:** Excellent negotiation, troubleshooting and problem resolution, and customer relations.

**Education**

**Columbia College Bachelor of Arts**

**Columbia, MO Business Administration, Cum Laude**

**Relevant Experience**

**CenturyLink Jefferson City, MO**

**Inbound Sales and Care Representative December 2012 – January 2013**

* Acted as first-line contact for all inbound calls.
* Met and exceeded monthly sales quotas in high-pressure direct sales environment.
* Demonstrated expert knowledge regarding all products to effectively troubleshoot product issues and provide product support.
* Performed credit reviews and established accounts in the billing system

**Missouri Department of Health and Senior Services,**

**Division of Community and Public Health,**

**Center for Emergency and Terrorism, Situation Room Jefferson City, MO**

**Health Program Representative February 2008 – January 2010**

* Ensured coordination between local public health agencies and local, state, and federal emergency agencies by implementing departmental and agency-wide working teams as necessary.
* Established relationships with a variety of stakeholders through collaborations on departmental, agency, and statewide committees.
* Maintained computerized tracking system and monitored day-to-day emergency preparedness of public health and allied health systems.
* Coordinated state and local partners to disseminate supplies during emergencies.

**Analytical Bio-Chemistry Laboratories, Inc. (ABC Labs) Columbia, MO**

**Technician, Columbia, Missouri August 2004 – May 2007**

* Planned study design, organized working teams to perform data-driven research.
* Responsible for technical writing of study results in adherence to federal reporting mandates.
* Ensured study compliance with federal and state regulations.
* Trained Laboratory Assistants and Junior Technicians.

**Applied Technology Group (ATG) Columbia, MO**

**Production and Laboratory Supervisor August 1997 – October 2002**

* Supervised and trained staff in production and distribution of chemical-based products.
* Analyzed staff training needs developing training modules as necessary to meet business demands, and in quality adherence to work order specifications.
* Implemented procedures for troubleshooting and resolving product issues.
* Reviewed quality control measures and performed internal procedural audits.

**Additional Experience**

**Mentor (or would you rather say Advisor?) ?????? – Present**

**Omega Psi Phi Fraternity, Inc.**

* (Something about mentoring/advising)
* (Something about attending events… like the Clave as a mentor/advisor)
* Something about a specific thing you accomplished (e.g. “Raised over $X at blah blah event)

**Food Pantry Coordinator August 2011 – June 2014**

**Central Missouri Food Bank**

* Coordinated and distribute food pantry items for Progressive Missionary Baptist Church.

**Transportation Ministry August 2011 – June 2014**

**Progressive Missionary Baptist Church, Columbia, MO January 2007 – January 2009**

* Provided outreach and evangelism through transportation ministry.

**Interim Executive Director January 2011 – May 2011**

**Fun City Youth Academy, Columbia, Missouri**

* Implemented policies set by the Board of Directors and set annual fundraising and programmatic goals and objectives.

**Evangelism/Outreach (Transportation) Coordinator April 2010 – August 2010**

**Northern Missionary Baptist Church, St. Louis, Missouri**

* Coordinated and managed transportation ministry.