

# David Foster

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## Summary:

Pursuing a career utilizing my Web Development and coding skills obtained through The University of Arizona Full Stack Flex Coding Bootcamp.

- Outstanding customer service, and support to internal and external customers, clients, and suppliers
- Ability to multitask with a creative and analytical approach to problem solving
- Demonstrates collaboration, team work, and leadership skills
- Desire to learn and understand with an ability to do so quickly
- Exceptional verbal and written communication skills

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## Experience:

### *The Home Depot (Retail) 2019 to Present*

#### **Merchandising Execution Associate**

Now living in Gilbert, AZ. I am working for THD Corporate as part of the Merchandising Execution Team, responsible for resetting bays, general bay service, and store projects such as seasonal displays.

- I am the lone team member responsible for “Board Service” in the lumber department, twice weekly.

### *Millennium Health (Biotech) 2014 to 2018*

#### **Specimen Resolution Lead**

After establishing the Specimen Resolution Department in the genetic testing lab, I was promoted to a leadership role and returned to the drug testing lab to oversee a team of 8 specialists. This role allowed me to gain extensive decision-making experience as well as practice hiring personnel and providing feedback to staff. Left this position to relocate my family to Arizona.

- Improved outdated SOPs with online guides that are easy to update
- Redesigned the layout in the drug testing lab using MS Visio
- Created and implemented FIFO standards, including order tacking system and updated inventory control measures
- Provided leadership and coaching, including monthly performance coaching with staff
- Continuously monitored the daily workflow and adjusted resources accordingly

#### **Specimen Resolution Specialist**

At Millennium Health, I started in the drug testing lab as a specialist in the Specimen Resolution Department utilizing problem solving skills to address defects identified by the production team. In the same role, I moved to the genetic lab to implement processes used in the drug testing lab.

- Established myself as the subject matter expert for all Standard Operating Procedures in the lab
- Successfully guided the investigating, resolving, processing and rejecting of all specimen issues
- Effectively resolved all specimen issues by demonstrating sound judgment while regularly facing unexpected challenges
- Consistently managed department inventory and provided reports as necessary

### *Foothills Consulting Group (IT Staffing) 2012 to 2013*

#### **IT Recruiter**

I was the lone recruiter in the San Diego territory for the privately-owned IT staffing firm based in Southern California. This position gave me great experience in dealing with deadlines and delivering quality results.

- Regularly placed quality candidates in numerous IT positions across Biotech and High-tech industries

- Successfully cooperated with client staffing organizations to establish policies, markups and arrange interviews
- Earned the highest commission in the region

*Qualcomm (Telecommunications/Semiconductor) 2010 to 2012*

**Material Coordinator**

I was one of two temps out of four to be converted to a full-time employee. My manager recognized my value and gave me more responsibility along with a promotion.

- Selected as 5S Captain to represent department and oversee organizational efforts focused on maintaining standards
- Designated team member to work with new employees in a trainer role on process, systems, and reports
- Coordinated order tracking system throughout inventory process in a fast-paced production environment

**Material Handler** (via Manpower)

After earning my degree, I began my career as a temp in the Supply Chain Operations organization at Qualcomm in San Diego, CA. This position provided me the experience of working in a fast-paced production environment as part of a team.

- Utilized both internal and third-party systems to run inventory reports, complete transactions, and supports internal customers
- Established solid relationships among various departments such as Manufacturing, Quality Assurance, and Business Systems

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**Education:**

Bachelor's in Regional Development (Minor: General Business)

University of Arizona - Tucson, AZ

January 2006 to August 2009

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**Skills:**

Web Development, HTML, CSS, JavaScript, jQuery, Node.js, VS Code, Merchandising, Communication, Analytical Skills, Time Management, Teamwork, Leadership, Training, Coaching, Manufacturing, Lean Manufacturing, 5S, Inventory Control, Supply Chain Operations, Process Improvement, Continuous Improvement, Oracle, Microsoft Office, Microsoft Excel, Microsoft Word, Microsoft Outlook.