

Jake Biddlecome

Operations Manager

jake.biddlecome@gmail.com • 213-924-4006
Los Angeles, CA, United States

Results-driven **Operations and Project Manager** with over 10 years of experience streamlining processes, improving organizational performance, and leading cross-functional teams across multiple industries. Proven success in **AI Implementation, strategic planning, budget oversight, compliance management**, and team development. Adept at identifying operational inefficiencies, deploying innovative solutions using AI and Machine Learning, and fostering scalable growth. Recognized for strong leadership, data-driven decision-making, and a hands-on approach to optimizing workflows and team output.

Areas of Expertise

- Operations Strategy & Execution
- Compliance & Risk Management
- Budgeting & Cost Control
- Vendor & Stakeholder Relations
- Process Automation & Improvement
- Cross-functional Team Leadership

Professional Experience

Culinary Staffing Services, Los Angeles Operations/Project Manager

May 2019 — Present

- Directed company-wide operations enhancements, resulting in **87% YoY growth from 2022–2023** through strategic planning and execution.
- Implemented **AI automated compliance and onboarding workflows**, cutting HR labor by 97% and saving 80+ hours weekly.
- Launched a **client-facing scheduling and ordering application**, improving client autonomy and reducing internal load.
- Managed budgeting, invoicing, and performance reporting across all departments, utilizing **AI and Machine Learning** systems to improve efficiencies.
- Developed internal training systems, increasing operational consistency and supporting employee development.

Bradco Kitchen + Design, Los Angeles Showroom and Project Manager

Aug 2016 — May 2019

- Oversaw **daily operations and supply chain workflows** for design and construction projects throughout Southern California.
- Streamlined permitting processes and ensured regulatory compliance across projects.
- Controlled financial operations including **accounts receivable and job costing**, improving profit margins.
- Mentored junior staff and introduced process improvements that increased team output and customer satisfaction.

Auster Rubber Company Inc, Brooklyn, New York Inside Sales & Project Manager

Jun 2016 — Jul 2017

- Led production and logistics operations for custom industrial components across municipal infrastructure projects.
- Negotiated with vendors and contractors to manage timelines and avoid cost overruns.
- Delivered operational oversight from sales to delivery, ensuring compliance and high customer satisfaction.

Education

Bachelor of Arts in Theology and Philosophy
Holy Cross College, Notre Dame