

Jenny Boerner

Phone: 218-831-0163 | Saint, Paul, MN | Email: jennyboerner1@gmail.com

Portfolio: https://jennyboerner.github.io/Portfolio_01-2019/

Full Stack Web Developer passionate about building exceptional technology solutions that improve the lives of those around me. Talented in fostering relationships and providing successful results for both internal and external stakeholders. Known among colleagues for my strong attention to detail and persistence to complete challenging projects.

Core Competencies

- **Technical Skills:** HTML5, CSS3, Bootstrap, JavaScript, JSON, jQuery, Node.js, Express, MySQL, SQL, Ajax, Handlebars, MongoDB, React.js, Heroku, Git, SharePoint Development, InfoPath Forms, Nintex Forms, and user of Oracle and IFS ERP systems.
- **Communicative:** Strong interpersonal and communication skills. Able to effectively manage complex situations by negotiating issues clearly and quickly and by proposing strategic, win-win solutions.

PROFESSIONAL EXPERIENCE

Project Procurement Manager, 2016 - Current

Energy Systems Group, Inc., Eagan, MN

A CenterPoint Energy Company

- Department representative participating in the system roll-out of an IFS EFP software solutions.
- Programmed and maintain a SharePoint solution that auto-populates contract templates, maintains master agreements, tracks procurement status, and routes documents for signature.
- Negotiate and execute a wide variety of multi-million dollar contractual instruments, including federal construction subcontracts, consulting service agreements, non-disclosure agreements, service and purchase orders.
- Ensure compliance with all customer and vendor contract requirements including bonds, insurance, payroll reporting, acknowledgements, payment applications and small business goals.
- Lead project teams in prudent acquisition planning including identifying qualified subcontractors, issuing RFP's and RFQ's, bid analysis and subcontract awards.

Procurement Team Lead, 2015 - 2016

Enbridge Energy, Duluth, MN

- Programmed and developed a material requisitioning system to improve efficiencies and maintain strong oversight of multiple ongoing capital projects.
- Coached, mentored and developed a team of five buyers purchasing the electrical and valve commodities that supported all major projects throughout the US, resulting in \$200 million dollars of spend per year.
- Collaborated with Project Management to forecast material requirements and provide procurement support for current and upcoming projects for all commodity groups.
- Travelled throughout the US to onboard engineering service providers to Enbridge's material requisitioning, technical bid evaluation, and approval drawing processes.
- Provided input to project charters, baselining project schedules, developing risk registers, and project stage gate reviews for many projects, including a \$2.5 billion-dollar project.

Senior Buyer, 2014 – 2015

Buyer, 2012 – 2014

Enbridge Energy, Duluth, MN

- Acted as the department Change Agent throughout the transition of an Oracle System upgrade.
- Managed multi-million dollar accounts purchasing booster pumps and motors in excess of \$10 million dollars annually.
- Assisted senior management throughout the transition of moving from a project centric to a centralized supply chain team.
- Reviewed proposals, negotiated terms, recommended suppliers, analyzed trends, followed up on orders placed, verified deliveries, approved payments, and maintained necessary records.
- Participated in improvement and consistency projects creating RFP/RFQ templates, Buyer checklists, reporting standards guidelines, supplier award/decline templates, and many more.

EDUCATION

Full Stack Web Development Bootcamp

University of Minnesota, Saint Paul, MN

An intensive 24-week long boot camp dedicated to designing and building web applications. Skills learned consisted of HTML5, CSS3, Javascript, JQuery, Bootstrap, Firebase, Node.js, MySQL, MongoDB, Express, Handlebars.js, & React.js.

Bachelor of Science

University of Wisconsin Superior, Superior, WI

Major: Accounting

PROFESSIONAL CERTIFICATION

Certified Professional in Supply Management (CPSM)

Institute for Supply Management