Jeiny Ruiz

Toronto, Canada |+1-437-235-1977| jeiny.ruiz@gmail.com

# Objective

* To be a key contributing agent in the fulfillment of objectives of a value-driven organization.

# Education

## Public relations certificate | january 2020 | ryerson university

* Related coursework: Trust and reputation management.

## B. SC. CHEMICAL Engineering | January 2001 | USB

* Related coursework: Process engineering

# Skills & Abilities

## strategic insight

* Exceeded individual sales target by 50% and strategically contributed to the overall success of the team.
* Promoted organization’s services in strategic events bringing in new clients and sponsors.

## customer relations experience

* Quickly built strong relationships with stakeholders and team members to deliver customer centric solutions.
* Developed strong business relationship with management team of one of Canada's most iconic building infrastructure, maximizing economic benefit for both customer and corporation.

## Communication

* Delivered multiple presentations to variety of audiences adapting content to audience’s context. Received appraisal for deliverance from high authorities.

## evidence based approach

* Decided to engage as volunteer in non-for-profit organization whose main cause is solely driven by evidence.
* Process-oriented engineer.

# Experience

## Research Committee Member (Volunteer). Toronto. | Canadian Association for Equality (CAFE). | 2017 - 2020

* Conduct research on various Human Rights topics aligned to mission and vision statements.
* Plan, organize and manage projects that involve statistical and content analysis.
* Organize, catalogue and automate library system.
* Assemble team of volunteers for successful completion of research project.

## Process Advisor.  | Enbridge Gas Distribution (EGD). Toronto. | 2012 - 2013

* Provide governance, leadership, and facilitation to processes and work in a process centric environment engaging Subject Matter Experts to develop high level process and detailed process steps.
* Lead cross-functional teams to analyze business units’ processes identifying metrics and implementing monitoring mechanisms to measure adherence to key corporate processes.
* Implement root-causes analysis in high-level business’ issues.
* Assess and evaluate potential impact of projects outcomes on organization’s KPIs.
* Report overall process health of portfolios to senior management committees.

## Energy Solutions Consultant| Enbridge Gas Distribution (EGD). Toronto. | 2008 - 2012

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## Energy Solutions Analyst | Enbridge Gas Distribution (EGD). Toronto. | 2007 - 2008

* Prepare sales-performance reports used by Sales Managers, Business Market and Planning and Evaluation groups to monitor and analyze effectiveness of DSM programs.
* Provide technical support to Energy Solutions Consultants (ESC) and Managers in the delivery and implementation of energy efficiency projects.
* Perform regular audits of Enterprise Sales Maker (ESM) project database to ensure accuracy.
* Act as the main point of contact of customers and business partners for review and proper qualification of leads.
* Assure quality of automation of Total Resource Cost (TRC) reports by ensuring that appropriate business guidelines are implemented.

## Junior Process Engineer| MILEY Company Limited (MCL). Toronto. | 2006 - 2007

* Provide technical support to senior process engineers in preparation of process studies, P&IDs, piping and process equipment design.
* Perform mass & heat balances, and hydraulic calculations.

**Complementary Training and Volunteering**

* Mentor for Peer Support Program. Ontario Brain Injury Association (OBIA). Present.
* Ambassador in Toronto of charitable foundation in support of Graduate and Post-Graduate Scientific Studies. Present.
* Backstage production assistant in Theatrical Play*.* Scarborough Music Theatre.2014.
* Lean Six Sigma Black Belt- Schulich MC. York University. 2012.
* Certified Energy Manager. Association of Energy Engineers. 2009.
* Principles of Demand Side Management, Association of Energy Services Professionals. 2008.
* Chartered Industrial Gas Consultant, Gas Technology Industry. 2008.