

LILIANA T. KELLEY

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Enthusiastic * Focused * Energetic * Honest
Engineer/Business administrator

PROFILE

Bilingual, talented, results-driven young professional with more than 6 years of successful experience in different areas including project planning, logistics, purchases, quality control and technical support. Passionate about quality and customer satisfaction. Strong analytical and administrative skills. Proficient in Microsoft Project, Word, Excel, PowerPoint, and Outlook.

CORE COMPETENCIES

Strategic planning - Quality control - Budget planning & cost control
Project leadership - Technical support - Solving problems

PROFESSIONAL EXPERIENCE

Lenox – East Longmeadow, MA
Mechanical Engineer

2011 (3 months project)

Assisting engineering department resolving production material storage challenges, increasing capacity and overall efficiency of department.

Generación Mediterránea - Argentina
Power plant
Maintenance Practitioner

March 2008-December 2010

Developed and managed the maintenance program, improving the reliability of the equipment. Performed multiple functions including: coordinating contractors, purchasing material and equipment, troubleshooting and technical support.

- Developed an effective purchasing process integrating administrative and production areas, developed strong communication between internal consumers and suppliers.
- Reorganized material inventory improving control, management and reducing costs.
- Collected and analyzed data generating Key Production Indicators (KPI), promoting continuous improvement.
- Implemented the 5's program improving the maintenance team's efficiency and effectiveness.

Project Supervisor

Supervise and coordinate two multi-million dollar EPC projects that included construction and start up of 4 Pratt & Whitney FT-8 power turbines and auxiliary systems. Ensure on-schedule and quality competition within or below budget.

- Planed and developed schedules and budgets of highly complex projects.
- Provided leadership to more than 40 employees.
- Coordinated Domestic and International equipment transportation.
- Developed effective communication with team members, contractors and suppliers.
- Prepare and present weekly reports.
- Conducted meetings and presentations with team members to solve their queries and give feedback on their performance.

La Suspensión S.A – Córdoba, Argentina

Purchasing Agent

December 2006-February 2008

- Generated and coordinate product purchases to ensure optimal level of product to increase consumer satisfaction and product availability.
- Data analysis of consumer demand.
- Developed strong communication between vendors, customers and the sales force, increasing the company's performance.

INTERNSHIPS

ISIT (Institute for transportation engineering research) - Cordoba, Argentina.

Transportation Engineering Research Associate

2006

Analysis of efficiency in the transport system for solid waste collection in Cordoba city.

Developed, collected and analyzed data to reduce costs and improve service.

IGLOSS S.A – Bogotá, Colombia.

Sales Engineer Intern

2004 – 2005

Metallurgical industry

Responsible for new sales, account development and production supervision. Providing technical support, quality control and post sale service.

EDUCATION

Master in Business Administration

Universidad Nacional De Córdoba, Córdoba. Argentina.

Expected graduation December 2012 (Thesis in progress)

Bachelor of Science in Mechanical Engineering

Universidad de América, Bogotá. Colombia.