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# About Me

I am passionate about continuously learning new skills and embracing new challenges. In my spare time, I love to create various projects and take on freelance IT work whenever I can. When I'm not working on projects, I cherish spending quality time with my wife and kids. As a dedicated San Jose Sharks fan, I enjoy following their games and supporting the team. My diverse interests and dedication to both my family and my professional growth define who I am.

# Work Experience

**Personalis** *01/2022-01/2024*During my tenure, I compiled and analyzed data to drive daily decision-making and long-term business strategy. I oversaw master logistics data and records management and completed inventory management for raw materials and finished goods. I identified a critical discrepancy within the information flow across different software and data between finance and project management teams, updated data sheets, and improved reporting to ensure consistent information, which allowed the organization to recover $700K in outstanding revenue. Additionally, I optimized procedures in the ERP platform, QAD, and led change management across the organization, resulting in a 7% reduction in work order processing time. By partnering with business users to understand their needs, I streamlined reporting across the data warehouse and improved communication between departments, significantly reducing errors and discrepancies and producing more accurate executive summaries.

**PacBio** *05/2015-12/2021*Throughout my career, I have been promoted through roles of increased scope and accountability, taking on opportunities that required advanced skills in data analysis, technical systems, and business strategy, all while driving inventory management and business process improvements. I played a key role in integrating new operations software, collaborating with 20-30 associates, including operational and quality directors, management, and IT specialists, to define and implement new processes. This led to significant improvements in production, incident reporting and resolution, and interdepartmental communication. I also engineered a Kanban program utilizing Google Forms and SAP to streamline ordering and fulfillment processes, reducing wait time by 48 hours. Additionally, I defined SOPs, authored and updated process documents across the Logistics Department, and drove training activities for approximately 20-30 new and existing associates, providing information on SAP ERP and Agile PLM systems to standardize efficient procedures and establish sustainable best practices.

**Adecco@Google** *04/2013-04/2015*I spearheaded high-performing teams of approximately 5-50 members, leading operations management across logistics, new market launches, order processing, and returns, while effectively delegating assignments and managing workflows. I liaised across the organization to align goals and mitigate risks, driving collaboration among project management, operational management, fulfillment and store leads, and field operators. This enabled staff to navigate rapid changes and remove roadblocks, ensuring timely project completion within strict deadlines. I built and implemented new analytics systems for scanning, return routing, and field operations, identifying trends, challenges, and improvements, which resulted in advanced supply forecasting, a 3% workflow increase in returns, and a 12% increase in scan team productivity and resource utilization. I facilitated training for associates across multiple roles and markets, including new market managers, space planners, field operation leads, field operators, store leads, and store operators, providing coaching and standardizing procedures to maximize efficiency and productivity. I played a pivotal role in expanding the field operations department into the new LA market, serving as part of the beta testing team at Google Shop and Express in Silicon Valley, and later working with senior executives on a project to expand operations and build a model for future expansions.

# Technical Skills

* Cybersecurity
* Python
* Data Analysis
* Project Management

# Soft Skills

* Leadership
* Adaptability
* Critical Thinking
* Problem Solving