**Marshall Lindner**

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| marshalllindner@hotmail.com | 519.504.1116 | Baden, Ontario |

March 10, 2019

Re: Project Manager

I am an excellent candidate for the position of project manager with T&T Power Group because I am a dedicated and passionate learner, I work towards organized solutions for complex problems with little to no direction and I am a fantastic team player.

My ability to work well in a team setting has been developed through years of working in small groups all the way up to larger multi-functional teams in different cities. Perhaps the biggest test of my ability to work effectively in a team has been my transition from working as a chemist to working as a manager over my peers in my current role as extraction operations manager. My leadership style mirrors my attitude in life: lead by example and be humble.

I take tasks or ideas that are very general in their description and break them down into actionable pieces. Frequently I find myself being given ideas or directions from high level executives that require a great deal of organization, research and project management skills to bring to fruition. Typical examples of this include new product development, process optimizations, and information management systems within the organization.

Perhaps my greatest skill I can relate here is my ability to learn new skills, technologies and techniques. An excellent example of this is my complete ignorance of the cannabis industry and its science until I began working as a chemist in a licensed cannabis produced. I quickly learned a wide breadth about the diverse science of cannabis which has recently won me an invitation as a guest speaker at the Wilfrid Laurier University “Science Café” speaker’s series on February 13 of this year. I have self-taught myself web development and basic computer programming and I am currently studying as a firefighter recruit for Wilmot Township which has been an exciting and eye-opening experience.

I appreciate your time and consideration.

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| **Marshall Lindner**  marshalllindner@hotmail.com |519-504-1116  https://www.linkedin.com/in/marshall-lindner-31227297/  Baden, Ontario | |
| **PERSONAL PROFILE**  Currently working as a laboratory manager in a cannabis extraction facility. I am responsible for overseeing all steps in the production of cannabis oil. In addition to the routine requirements I manage several different projects revolving around process optimization, raw material procurement/auditing, and new product development. It is my intention to collect sufficient project management hours to write the Project Management Professional exam.  I am computer literate and fluent with Microsoft Office suite in addition to multiple programming languages (JavaScript, Python3, and basic Java and C++). I enjoy building websites and programming as a spare time hobby and can adapt quickly to new technologies.  I am capable of taking high level instructions and building a plan that can be executed to achieve the desired result. I follow project management techniques described by the Project Management Body of Knowledge (PMBOK).  Although I do not have formal technical trades training I have a high degree of mechanical aptitude acquired through working in a metal fabricating shop and life experience. I have a passion for learning new technologies and methods and am willing to tackle any problem thrown my way.  **COMPUTER TOOLS**  HTML5, CSS3, JavaScript  Python 3  Bootstrap, CSS Grid, Flexbox, SASS  C++ (basic)  **VOLUNTEER**  **Firefighter Recruit (Wilmot Township)**  **Optimist Club Member (Baden)** | **EXPERIENCE**   |  |  | | --- | --- | | Extraction Operations Manager – Emblem | April 2018 - present |  * Production scheduling: plan and meet deadlines * Maintain records in compliance with Health Canada regulations * Coordinate and manage employee schedules for nine directs * Experiment to optimize processes and create new products * Project management: product development, production and launch * Analyze data using Microsoft Excel and Python * Design of experiments to identify factors of variation in processes * Trend inter-batch results and identify low yielding steps * Present ideas/reports to senior management/shareholders * Compile budget and quarterly departmental expense summaries * Procurement of raw materials and equipment  |  |  | | --- | --- | | Extraction Chemist – Emblem | June 2017 – April 2018 |  * Perform all steps in supercritical extraction * Mechanical aptitude: maintain, modify and build high pressure extractor * Perform R&D wet chemistry and process optimization * Track all runs and analyze data to define critical operating parameters  |  |  | | --- | --- | | Powder Coating Formulation Technician – Tiger Drylac | April 2016- June 2017 |  * Research and develop new coatings and troubleshoot existing * Responsible for physical and chemical testing of coatings according to ASTM standards where applicable * Experience using SAP including Material Master module * Joint Health and Safety worker representative  |  |  | | --- | --- | | Organic Chemist – Toronto Research Chemical | March 2015 - April 2016 |  * Setup and execute reactions to synthesize and purify various pharmaceutical compounds for resale * Produced over $1 million in finished products * Project Management: Manage three to five projects concurrently accommodate changing project priorities |
| **EDUCATION**   |  |  | | --- | --- | | Master of Science – University of Guelph | 2015 |  * Research thesis defense: natural product synthesis * Maintain chemical inventory database on local server  |  |  | | --- | --- | | Bachelor of Science – Wilfrid Laurier University | 2012 |  * Computer modelling of molecular clusters with water and minerals * Data analysis and visualization using Python |