

**JAMES DOUGLAS McFADDEN**  
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**TRIMATRIX LABORATORIES, Inc.**

**Project Manager** *June 2012 to September 2016*

Develop and maintain client relationships by providing timely customer service and consistent follow through.

Lead by example to better manage frequent, high-conflict situations (rush data requests, off-shift analyses, order changes).

Explain reported results, address questions and concerns and resolve conflicts.

Review sampling proposals and reporting criteria to implement most efficient laboratory plans.

Negotiate pricing.

Oversee project logistics from shipping and intra-laboratory operations to finalizing reports and invoices.

Ensure final results adhere to all Quality Control measures.

**401-k Company Liaison** *April 2007 to September 2016*

Negotiate lower plan expenses (from 54 to 38 basis points for each employee).

Choose mutual funds for each category including stocks, bonds and specialty funds.

Choose passive and active funds.

**Purchasing/Shipping/Receiving** *May 2005 – September 2016*

Ordering, stocking and taking inventory of laboratory supplies while minimizing receivable overhead and shipping and storage costs.

**GC/MS and GC VOA Analyst** *November 2004 – May 2012*

Sample preparation, analysis, reporting, instrument maintenance and daily documentation in accordance with NELAC, DoD and state DEQ criteria.

**GC SVOC Supervisor** *June 2000 to October 2004*

Manage GC SVOC team to meet sample preparation, analysis, reporting, instrument maintenance and daily documentation in accordance with NELAC and state DEQ criteria.

**GC SVOC Analyst** *June 2000 to May 2002*

Analyze PCBs, Pesticides and hydrocarbons. Perform instrument maintenance.

**Organic Prep Supervisor** *February 1998 to May 2000*

Manage, distribute and verify quality of workload/work flow of technicians.

**Organic Prep Technician** *April 1997 to January 1998*

Preparation of sample extracts including spiking mixtures and documentation.

**EDUCATION**

**Michigan State University**

Bachelor of Science - Environmental GeoScience, 1996

**Grand Valley State University**

**CFP COURSES**

Estate Planning 2009

Investments 2009

**VOLUNTEER & CHARITY SUPPORT**

Safe Haven Of Ionia County Cat Adoptions

Women at Risk, International