

Matt D. Paulhus

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SUMMARY

- Analyzing, Leading, and Improving in Aerospace, Defense, and Medical Manufacturing
- Logistics Officer in the U.S. Army Reserve
- Adept in Configuration Management, Business Intelligence, Data Science, Training Management, Software Development, Human Resource Management, Contract Management, Knowledge Management, and Continuous Improvement
- Graduate of University of Washington, Seattle with International Studies and History
- Visit mattpaulhus.github.io and linkedin.com/in/mattpaulhus to learn more.

WORK EXPERIENCE

Configuration Analyst, Fujifilm Sonosite

Medical Device Manufacturing, Bothell, WA, August 2017 to present, with two years U.S. Army Reserves deployed

- Executed Fujifilm Sonosite's Change Management System using the Agile Product Lifecycle Management (PLM) system, involving change coordination, configuration management, training, and release actions into Oracle ERP. Maintained ISO-13485, ISO-1007, and FDA regulations throughout the change process.
- Analyzed multiple data sources using SQL, Java, Python, Excel, and Tableau to improve data quality, efficiency, and decision-making.

Career Highlights Include:

- Produced over 50 SQL queries that extract and analyze data from the Agile PLM, Datasweep MES, and Oracle ERP systems for performance measurements and business decision making. Used Tableau to analyze data and create dashboard visualizations.
- Developed, validated, and deployed over 70 scripts using Java Programming Language that improved the overall efficiency and reduced errors in the change process without the need for 3rd party technical support.
- Built one software program that extracts data from three databases to create a 100% actionable report for Supplier Quality Engineering.
- Attended 50+ hour multi-session strategic training management training with an outside consultant for ComplianceWire Learning Management System launch.
- Developed a feed file program from the Agile PLM system to the ComplianceWire LMS requiring intermediate-level Java, XSLT, PowerShell, and SFTP connection.
- 6th highest contributing writer on www.myagileplm.com/crowd-support, giving advice and answers to user questions about the Agile PLM system.

Base Operations Support Manager, U.S. Army Reserves

Deployment, September 2019 to August 2020

- Base operations support manager for five base camps located in Żagań, Poland during a U.S. Army Europe mobilization.
- Managed a team of 12 base operations managers, including five direct reports, who improved the quality of life for over 2300 service members.

Nationwide Move 2019 Logistics Manager, U.S. Army Reserves

Deployment, October 2018 to September 2019

- Full-time logistics program manager executing Army Reserve mission "Nationwide Move 2019" directing 29 missions that trained 750 multi-echelon Army Reserve and National Guard Transportation Soldiers and

saved the U.S. Army \$1.9 million in commercial equipment transportation costs.

- Led a team of three full-time individuals responsible for convoy and load analysis, mode operations, and transportation management.
- Provided strategic vision, planning, analysis, reports, and recommendations related to program status, execution, and performance.

Document Control Specialist (Configuration Management Analyst), Crane Aerospace & Electronics

Aerospace and Medical Device Microelectronics Manufacturing, Redmond, WA, November 2015 to August 2017

- Conducted daily configuration management activities using Agile Product Lifecycle Management System for all product-related documents and data in support of efficient, effective, and standardized Configuration Management per ISO-13485, AS9100, and MIL-PRF 38534 standards with minimal supervision.
- Assessed change impact, item interchangeability, traceability, and effectivity of product change orders, including Class I major changes.
- Took charge as Agile Product Lifecycle Management Administrator responsible for system configuration, user management, workflow management, and infrastructure improvement.

Career Highlights Include:

- Developed, tested, and deployed over 15 automatic scripts using Groovy programming language that improved the overall efficiency and reduced errors in the change process without costly 3rd party technical support.
- Developed and wrote a Change Order Fast Track Program that reduced the number of change approvers from 3 to 1 for Editorial Class III changes.
- Utilized technical editing acquired skills to remove waste in Company Bills of Material and Peer Review procedures, adding Visio diagrams and edits to improve document clarity.
- Reduced the number of returned Change Orders by 5% in three months by conducting company-wide training and improving the Agile PLM system user experience.
- Developed a comprehensive procedure to find active items with inactive where-used that reduced the number of active items by over 15%, removing waste and associated costs.
- Built a new Supplier Approval Request and Engineering Design Review Processes within the Agile PLM system by collaborating with Engineering and Supply Chain.
- Represented the company during the ISO-13485 audit.

Headquarters Company Commander, U.S. Army Reserve

June 2015 to September 2017

- Managed an Army Reserve Headquarters Company consisting of over 70 Reserve Soldiers responsible for company administration, planning, operations, training, and personnel issues while maintaining the health and morale of the service members.

Administrative Assistant, Crane Aerospace and Electronics

Aerospace and Medical Device Microelectronics Manufacturing, Redmond, WA, May 2013 to November 2015

Career Highlights Included: Led the implementation of a new Convergence Learning Management System; took on additional procurement responsibilities of non-production supplies and materials; led the negotiations and implementation of two large site contracts for garments and vending; participated in six Kaizen events that improved supply chain material replenishment system and implemented Kanban.

EDUCATION

University of Washington, Seattle

Double Major in International Studies and History with Minor in Classical Studies.

Cumulative G.P.A., 3.5

Business Intelligence Analyst Course 2020 – *udemy.com*, August 2020

Topics include BI perspectives, data analytics, statistical analysis, SQL, Tableau, and Python.

Tableau Visualizations Courses – *skillport.com*, January 2021

Contract Officer Representative – *Defense Acquisition University*, September 2019

Topics include contract and contractor management, acquisition ethics, contract quality control, contractor performance management, and the contract lifecycle.

Army Knowledge Management Basics Course – December 2018

Professional Technical Writing – *udemy.com*, June 2017

Human Resource Management Certificate – Bellevue College, August 2017

CMII-Basics Certification – Institute of Configuration Management, *www.ipxhq.com*, March 2017

Topics include change management, requirements management, interchangeability, effectivity, end-item traceability, cost management, change metrics, and communication management.

Informal Training – SQL, Data Science and Analytics, Descriptive and Inferential Statistics, Data Warehouses, Machine Learning, Data-Driven Organizations, and Business Analysis

DISTINCTIVE SKILLS

- Product Life Cycle Management System ownership and configuration
- Business Intelligence and Analysis, including SQL and Tableau
- Knowledge Management
- Quality Management Systems, including ISO-13485
- Human Resource Management
- Technical Writing and Editing
- Information Technologies, particularly in Software Development and Advanced MS Office
- Training and Learning Management
- Supply Chain Management, including procurement, Kanban, Oracle ERP, inventory management, vendor negotiations, scheduling, and financial liability of property loss

PROJECTS

- Multivariate Logistic Regression – predicted a field in the Product Lifecycle Management system with 90% accuracy
- Analysis of Defects – conducted a before/after assessment of a production improvement
- Mining Critical Components – used Java and SQL to find part numbers within PDFs
- Upgrading Training – launched two Learning Management Systems and developed feed file program
- Synchronizing Published Files – built SQL/Java program that synchronized website files
- Workload Analysis – used SQL to calculate time spent processing ECOs

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