**Tyra L VanLeer**

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Temperance, Michigan 48182

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Summary of Qualifications

Water Remediation Critical Analysis/Problem Solving

Food, Safety & Drug Investigations Planning & Development

Microbiology Investigations Managerial Leadership

Advance Interpersonal Communication Negotiating

Workplace Shift Behavior Practice EPA Waste Water Collection

Complaint Investigations OSHA Compliance Certification

Microsoft Office Quality Assurance

Power Point Level 1 Quality Management

Power Point Level 2 Bloodborne Pathogens Certificate

Adult, Child and Infant CPR (American Red Cross) First Aid (American Red Cross)

* Significant investigative skills to determine risks and problems in order to make sound conclusions and recommendations
* Demonstrated ability to work independently and as a team member to achieve agency goals and objectives
* Ability to effectively communicate with customers, coworkers, and management at all levels
* Possess exceptional ability to investigate information, develop critical analysis and make recommendations
* Computer proficient using Microsoft Office including MS Word 7.0 and MS Outlook, Oasis, and Facts
* Proficient in QS/9000 standards

**Professional Experience**

**LARA (Licensing and Regulatory Affairs) Lansing,MI**

**State Surveyor 2017-2018**

* **Knowledge of agency, state, and/or federal laws, rules, and standards governing the**
* **operation of health care facilities.**
* **Knowledge of survey design, inspection, and review procedures and processes for**
* **Knowledge relative to evaluation of quality of care in environmental health, sanitation,**
* **dietetics, nursing, pharmacy, speech therapy, psychology, occupational therapy,**
* **physical therapy, respiratory therapy, and/or social work.**
* **Ability to conduct surveys in applicable professional discipline(s).**
* **Ability to observe critically and recognize areas of non-compliance, problems, and discrepancies.**
* **Ability to interpret and apply complex laws, procedures, rules, and regulations.**
* **Ability to review and examine complaints.**
* **Ability to handle routine and sensitive contacts with staff and officials of health care**
* **facilities in a professional manner.**
* **Ability to define and collect data related to problems in facilities.**
* **Ability to maintain records, and prepare reports**

**Rich’s Product Hilliard, Ohio**

Quality Assurance Team Leader **2015- 2017**

* Supervise 5 direct reports QA lab technicians.
* Mentor and motivate Associates, providing training and development
* Monitor the quality of all products being manufactured at the manufacturing facility
* Work with R & D with batches, data, and sample collection
* Ensure that hold policies and procedures are communicated to plant staff
* Determine whether hold products should be released, reworked and/or dumped.
* Monitor hold, rework and dump logs
* Review QA testing results in QDMS (Quality Data Management System)
* Verify formula specifications in PLM and track finished product in SAP.

**Liqui-Box Upper Sandusky, Ohio**

Quality Facilitator 2015-2015

* Monitor SOP’s and methods for performing task
* Update SSOP/GMP- best practice standards ( keep equipment and area cleaned and sanitized)
* Revised Quality PQCT bag specifications, testing frequencies and procedures
* Ensure that quality product standards are placed on hold
* Input statistical data in mini-tab to graph results
* Participated in weekly meetings to go over the mini-tab graph results and determine the percentage of rework being used contributed to defective parts
* Conducted plant trial runs on new bag-in-box fitments

**U.S. Food Drug Administration College Park, MD**

Consumer Safety Officer **2013-2014**

* Write recall strategy recall notification letters
* Assess the health hazard of a recall product
* Request additional information about potential and/or ongoing recall situations from industry.
* Verify whether the supporting documents and/or spreadsheets match the information that was submitted to CFSAN
* Knowledge of EPA’s regulations on pesticide residue tolerances for food and of EPA’s drinking water standards
* Sufficient skill in applying regulatory and scientific knowledge in evaluation and preparation of regulatory actions and related documents
* Skill in planning and/or implementing enforcement strategies that require input and cooperation from diverse groups

**Independent Food Safety Consultant Ohio, Michigan, Nebraska**

Food Auditor **2011-2012**

* Access Quality Management System
* Verify (Master Sanitation Schedule)
* Inspected and reviewed the firms GMP's, SSOP's and SOP's practices
* Review personnel training records
* Travel to food processing facilities within Ohio and Michigan and conduct food safety audits and SQF/Audits
* Traveled to different food supplier locations to perform audits.
* Prepare reports detailing quality, safety and product issues for customers.

**QSI/Swedish Match** **Owensboro, Kentucky**

Account Sanitarian **2010-2011**

* Implement GMP’s SSOP's, SOP's and sanitation practices which are in compliance with FDA regulations
* Monitor pest control procedures
* Assess Daily Sanitarian Log Sheets
* Implement daily, weekly, cleaning assignments
* KPI Reporting
* Implement Master Sanitation Cleaning Schedules
* Lock Out/Tag Out (OSHA) Audits
* AIB Certification
* SQF Certification
* Chemical Safety Training (Titration)
* Conducted GMP’s, SSOP’s, and SOP’s audits
* Personal Protective Equipment
* Write technical OSHA-300 log sheet reports on work related injuries and illnesses
* Workplace shift behavior practices by improving safety performance by conducting monthly safety audits on lockout/tagout, confine space, and proper harness techniques
* Monitored the floor drains to ensure tobacco residue and/or chemicals doesn’t cause the waste water to exceed EPA limits

**Kellogg’s 2010-2010**

**Quality Supervisor Zanesville, Ohio**

* Drive continuous improvement in the areas of plant efficiency
* Conducted Food Safety and GMP Audits
* Monitored the pest control program
* Conducted Associate training on GMP and Food Safety policies and procedures
* Conducted environmental micro swabbing in the plant
* Supervised 7 direct reports QA Technicians

**U.S. Food and Drug Administration Detroit, Michigan**

Consumer Safety Officer  **2005-2009**

* Audits, review and evaluate the manufacturing processes of products that the FDA regulates by inspecting manufacturing facilities within the United States
* Conduct food safety audit checks which consist of reviewing quality management standards; related to HACCP standards, GMP’s and sanitation practice
* Inspect and/or investigate quality control standards in reference to the food manufacturing process, to ensure the manufactured food is wholesome.
* Investigate food safety management systems, to ensure the food supply chains are in compliance with the U.S. Food & Drug Administration by laws
* Reviewed manufacturing food firms, food quality assurance and quality management standards
* Conducted food safety and/or quality management audit checks at dairy manufacturing facilities (Middle Eastern) yogurt and goat cheese processing plants
* Developed and implemented a quality assurance system for a wide range of imported products
* Enforced operational standards related to federal regulatory laws
* Assessed quality control test on materials and part batches; concerning temperature control measures that must be followed during the HACCP processing phase
* Investigates complaints of violations FDA’s laws, injuries, to consumers and illnesses involving FDA regulated products
* Collects samples of FDA products (produced domestically and/or foreign parties) or other items for laboratory testing or as evidence in FDA related cases
* Audits documents generated by a company’s research, which support an application to the FDA to permit the marketing of drugs or medical devices
* Communicates information about the laws and policies of the FDA to consumers, industry, and related government agencies in the interest of the promotion of public health
* Works as a multidisciplinary team to assure efficient enforcement; which consist of representatives from Department of Justice, United States Bureau of Customs and Border Protection, United States Department of Agriculture, and state and local governments to name a few
* Performed quality control for fit-testing through Michigan Occupational Safety Health Administration for full-face respirators

**Toledo Lucas County Health Department Toledo, Ohio**

Sanitarian/Health Inspector  **2000**-**2004**

* Prepared reports on food service operations when a violation of the Ohio Uniform Food code has been detected
* Inspect buildings to determine whether each facility is in compliance with EPA regulations, OSHA regulations and HACCP standards
* Conduct seminars on how to handle biological terrorism and Emergency Response
* Responsible for enforcing the RCRA, and CERLA regulations.
* Write technical OSHA-300 log sheet reports on work-related injuries and illnesses
* Inspected Marinas holding tanks to ensure that the waste water was being properly treated
* Monitored waste water tanks at mobile home parks and/or RV parks
* Inspected commercial food license trucks to ensure that the water was being discarded in waste water bin (Blue-boy)
* Collected water samples of behalf of the EPA at campgrounds, marinas, and mobile home parks
* Inspected campgrounds to insure that the facility was using a proper water supply and proper sewage disposal.

**Lucas County Mental Retardation & Developmental Disabilities Toledo, Ohio**

Rehabilitation Specialist **1991-1999**

* Supervised 30-40 mentally disabled clients who were responsible for assembling Ford products
* Assessed quality control methods on all finished products
* Assessed each individual to determine appropriate working capabilities
* Prepared and compiled reports related to each assessment
* Intervened between clients, when necessary, who displayed aggressive behavior during work

**Affiliations**

* Member of National Environmental Health Association

***Certifications***

OSHA-40 Hour HazWoper CHEMTREC (Hazmat/Center)

8 Hour Annual Refresher HazWoper Bloodborne Pathogen

Adult/Pediatric First Aid/CPR FDA/ Import Operations Certificate

MSDS (Material Safety Data Sheets) Confined Space

Emergency Response Safe Serve (Food-Safety)

Mold Remediation Vector Control

Full-Face Respirator Foodborne Illness Outbreak

Water Safety Quality Food Safety Management

Emergency Management HACCP certification

SQF Advanced Practitioner Auditing SQF Sytems

SQF Auditor Training certification PPE: Tyvek Suit, Full-Face Respirator,

FDA Better Processing Thermal certification Import/Export Regulatory Enforcement

FDA Level 1 Investigator certification HACCP Safe Quality Food (SQF) Systems

**Education**

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Lourdes College, Toledo, Ohio

Bachelors of Natural Science/Biology