

RONALD C. MORSE

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WORKPLACE OPERATIONS & EXPERIENCE LEADER

Trusted go-to for creating smooth, welcoming, and efficient workplaces. With over two decades of experience, I build office environments where teams thrive by greeting visitors warmly, managing back-end logistics, and orchestrating everything from lunch orders to large-scale office moves. Skilled in facilities management, vendor coordination, onboarding, and behind-the-scenes excellence that makes every day better for employees and leadership alike.

CORE COMPETENCIES:

- Workplace & Office Operations
- Facilities & Space Planning
- Vendor & Contract Management
- Workplace & Guest Experience
- Employee Experience & Engagement
- Onboarding & Orientation Support
- Meeting & Event Logistics
- Process Improvement & SOPs
- Executive & Team Support
- Technology Integration

PROFESSIONAL EXPERIENCE:

Relation Insurance Services & Stamford Insurance Group

- Stamford, CT

Operations, Facilities & IT Manager / Business Support Specialist

1999 - 2025

Workplace Operations & Experience

- Directed daily operations for 20+ office locations (up to 13 simultaneously), ensuring seamless functionality through vendor management, maintenance oversight, and supply coordination, while also managing mail services to ensure seamless employee experience and workplace functionality.
- Designed and delivered flagship office relocations and build-outs, creating branded, employee-focused spaces with zero downtime and measurable cost savings.
- Coordinated employee onboarding by preparing equipment, accounts, and welcome kits, partnering with IT, HR, and hiring managers to create a “first day, best day” experience.

Facilities & Property Management

- Balanced dual role as property manager and operations manager for six executive-owned properties while managing 20+ rented sites. Negotiated leases, oversaw renovations, and streamlined vendor services.
- Consolidated telephony and IT systems across 100+ sites and 400+ users, resolving routing failures, improving employee/customer experience, and enabling business intelligence reporting.

Facilities & Workplace Strategy

- Served as the trusted right hand to the CEO, anticipating needs, handling confidential matters, and coordinating communications, presentations, and schedules with discretion.
- Frequently acted in a Chief-of-Staff/EA capacity, bridging leadership vision with daily operations.

Culture & Engagement

- Partnered with leadership to support company meetings, morale events, and training sessions, managing logistics, catering, and technology to foster employee engagement and team connection.
- Recognized as the “friendly face” of operations, serving as first point of contact for employees and vendors, resolving issues quickly and proactively.

COMMUNITY LEADERSHIP & ENGAGEMENT

President, Brighton Court Condo Association: Leads a 37-unit community, overseeing property management, major projects, and governance with transparency & collaboration.

Organizer, “Music in the Park” Coordinated live events, handling logistics, and hospitality.

Partner, Rippowam Labs Makerspace: Co-managed a creative workspace, teaching technical and craft skills while fostering collaboration.

TOOLS AND TECHNICAL PROFICIENCY HIGHLIGHTS:

Productivity & Data: Microsoft Suite (Excel, Access, PowerPoint), Adobe Creative Suite

Facilities & Planning: CAD layout/drafting, LucidChart.

Systems & Admin: Microsoft 365 admin, Microsoft Active Directory, SharePoint, CRM platform admin (Vertafore AMS360), Unified Communications platform admin (RingCentral).

EDUCATION:

State University of New York

- Purchase, NY

Conservatory of Theatre Arts, Design/Technology

SELECTED TESTIMONIALS:

“His contributions spanned project management, logistics, customer service, data organization, and beyond... During Ronald’s tenure, **we grew from a modest three-person team to 62 employees across 13 locations in four states.**”

— *Brian Rogers, CEO*

“Ron is the kind of person who gives 110% to everything he does, always stepping up to get the job done no matter the challenge. He truly was **the glue that held the agency together.**”

— *Lisa Lingle, Growth Leader*