**SUMMARY**

* Project Management professional with experience in aerospace manufacturing and procurement.
* Certified translator and interpreter: Working languages Spanish, English, and Portuguese.
* Skilled communicator, bi-lingual English/Spanish with working knowledge of Portuguese.
* Proven accomplishments in cost reduction and performance improvements across various industries.
* Extensive experience in customer service, inventory and fleet management.
* Proven leadership ability with focus on the process and results.

**PRIMARY**

**ACCOMPLISHMENTS**

* Leader and manager of high-volume manufacturing project with prime aerospace contractor.
* Successful integration of over (10) new suppliers during first 12 months at Safe Inc, enabling cost-saving measures and contribution to success of various programs.
* 50% reduction in losses two consecutive years, from 10% to 5% to 2.5% from 2012-14, while simultaneous increasing sales as well as reducing customer compaints.
* Chosen as a Rent-A-Center **Center of Excellence**, which is regarded as the Top 10% performing stores throughout the entire company (over 3000 stores nationwide), implemented the training program for an entire district.

**PROFESSIONAL EXPERIENCE**

* Project Manager, Morsch Machine – Chandler, AZ – June 2017-Present
* Manager of all aspects of Project X from order entry through shipment of completed parts to customer. Responsible for 11 part numbers valued at over $3MM in annual revenue. Organize and coordinate movement of parts through manufacturing process. Conduct weekly conference call with customer and address any quality or delivery issues. Conduct weekly status meetings with relevant staff. Arrange and coordinate source inspections.
* Purchasing Agent, Safe Inc - Tempe, AZ - Oct 2014-June 2017
* Lone buyer for aerospace development company specializing in crash-worthy safety hardware. Responsible for all procurement activities. Primary responsibilities include quoting and tracking of all deliverable hardware to Safe, coordinating movement and transfer of components across various stages of processing, as well as interfacing with Safe's supply base and company management.
* Sr. Store Manager of Rent-A-Center Inc. Store #697 – Phoenix, AZ – July 2012-October 2014
* Managed a team of 5-7 employees and serviced over 600 accounts and 400 customers. 50% reduction in losses two consecutive years, from 10% to 5% to 2.5% from 2012-14, 16% increase gross profit, 56% increase in profit from operations, 304% profit increase as of July 2014, 0% turnover between May 2013-14.
* Store Manager of Rent-A-Center Inc. Store #1043 – Scottsdale/Tempe, AZ – September 2011 – July 2012
  + - * Managed a team of 4-5 employees and serviced over 490 accounts and 300 customers. 28% reduction in losses year-over-year, 41% increase in profit year-over-year, was ranked in top 10% of company’s “perform to win” ranking. Four of my employees have been promoted, and three have gone on to become Store Managers.

**EDUCATION**

**San Diego State University, 2004-2010**

* Bachelor of Arts in Liberal Arts and Science – Interdisciplinary Studies (with distinction)
* Minor in Linguistics
* Basic Teaching English as a Second/Foreign Language Certificate
* Full semester study abroad at UCEMA, Buenos Aires, Argentina
* Fall 2007 Malik Award Winner (student-athlete with highest GPA)
* 6-times scholar athlete
* 4-times Dean’s list honoree
* Certificate in Spanish-English Translation and Interpreting Studies

GPA: 3.41 overall; 3.54 within the major

**SKILLS**

* **Computer**
* Internet and web-communication skills, including social media
* Proficient with Apple OS X or Windows
* Microsoft Office skills in Word, Excel, PowerPoint, Access
* Extensive presentation and public-speaking experience
* **Language**
* Strong communicator in English/Spanish with excellent oral and written communication skills
* Real-life experience with Spanish/Portuguese speakers
* Willing to work in a foreign/learning environment
* Proficient in Spanish and Portuguese (listening, writing, speaking)