

Louis J. Glinzak

12115 Cherry Creek Ridge SE ♦ Lowell, MI. 49331 ♦ (616) 485-3257 ♦ Email: saidyes@iserv.net

August 18, 2009

Re: Sr. Project Manager

Dear Employer,

I am a highly successful, competent and self driven team member with a background of extensive hands-on project management experience in key areas of interest to your organization. My success has been both internal to the companies to which I've contributed and external to clients and customers. I would like to bring that success, knowledge, and skill set to your organization as a Sr. Project Manager, specifically contributing the following to your bottom line and that of your clients:

- ♦ A finely honed strategic sense that makes me a value-added and innovative solution provider, combined with the proven ability to comprehend the project lifecycle and manage diverse projects /tasks.
- ♦ A solid technical understanding and savvy to assimilate, implement, and integrate the systems that form the underpinnings of business;
- ♦ The adaptability and customer driven mind set that enables a company to build and maintain profitable relationships with its clients and penetrates its markets.

During more than twenty-two years in Application Processing and Integration, E-Commerce, High Speed Warehouse Distribution, IT Software and Warehouse Construction interface with Dematic I have consistently led projects that resulted in increased revenues, reduced cost, and salvaged customer relationships. I have successfully contributed my project management skills, while motivating team members, fine tuning project plans, and juggling multiple activities. I have been frequently called upon to use my analytical skills to scrutinize company and client needs, as well as conceptualize innovative solutions.

With great efficiency and profitability, I can implement Project Management and Project Life Cycle Methodology to refine project scope, adjust deliverables, review the budget and set timelines, track project resources and status, update executive and business team stakeholders, check financials with alignment to company and project goals, ensure efficient use of resources, define roles, as well as lead, mobilize, and coach cross-functional project team members. "On time and within or below budget" are my watch words, while being proactive at cost and time savings.

I thrive to the pressure of a fast pace environment. I'm that rare team leader with both the creativity to envision the big picture and the meticulousness to handle all the details.

I would like to meet with you to discuss adding value to your organization as I have done for my previous employer and their customers. Please refer to the contact information atop this letter; I look forward in hearing back from from you at your earliest convenience to schedule an interview.

Sincerely,

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Professional Profile

Motivated, personable business professional with a successful 22-year track record managing turnkey solutions in manufacturing and aftermarket industry both domestic and international. Responsible for individual project releases and coordination of all projects within the client group. Experience includes representing high technology electro-mechanical products to the airline, automotive, consumer products, distribution, packaging systems, health care, supply chain, communications and product development.

Self motivated Project Manager driven to deliver solutions for immediate business needs while ensuring long term success. Having managed highly visible enterprise wide projects ranging from \$500K-\$85M achieving 6% annual cost under-run. Developed streamlining procedures and documentation to enhance the efficiency and effectiveness for project managers and processes within the PMO. Known to quickly bridge communication gaps between business and project resources, while driving consensus to achieve program and corporate goals. Extensive sourcing experience includes work with global/regional/local customers and suppliers based in the United States, Europe and Asia.

Professional Experience:

Sr Project Manager

- ♦ Implement Project Manager Portfolio management allowing groups of projects to be managed in a coordinated way that will obtain benefit to both client and company.
- ♦ Apply knowledge skills, tools, and techniques to project activities to meet project requirements, through the processes of initiate, plan, execute, control, and close.
- ♦ Implemented project task procedures for cost under-runs within the client group
- ♦ Conform to the PMBOK, PMP project management standards processes and procedures in accordance with the project life cycle methodology on assigned projects
- ♦ Support pre sales effort, estimate project management costs, define schedule, and present / identify project activity to owner(s)
- ♦ Apply Progressive Elaboration, to understand the characteristics of the as sold project(s) and integrate the concept with all cross-functional team members for design solution
- ♦ Procurement Planning providing management a written scope statement as basis to future project decisions
- ♦ Communicate planning to obtain information of the project stakeholders within the project group
- ♦ Communicate / coordinate project objectives with internal project groups Domestic and International across Brazil, Germany, Italy, and Mexico
- ♦ Conduct project review meeting(s) with cross-functional teams
- ♦ Apply resource management skills, hiring, staffing, look ahead planning, work with corporate needs
- ♦ Oversee project business plans, budget forecasting, and support logistic plan in alliance with project monies.
- ♦ Develop project matrix , contract overview summary w/ change control, initiate action item list, create status report profile
- ♦ Meet with local municipalities to review project scope, define implementation, and apply for permitting.
- ♦ Negotiate labor rates, issue sub-contractor agreements
- ♦ Oversee third party deliverables, define scope, schedule and payment plan
- ♦ Manage installation progress of trades / report percent complete
- ♦ Facilitate commissioning plan and system acceptance procedures
- ♦ Report Project Risk Assessment to management ; cost analysis, earned value, and mitigation
- ♦ Apply energy management processes to system interfaces.
- ♦ Support Customer Service internal/external resulting in minimal client downtime
- ♦ Promote professional growth, mentor team members for success , facilitate work assignments within the business units
- ♦ Attend Client / Owner Site meetings, facilitate look ahead planning
- ♦ Conduct Project Post Mortem -"Lessons Learned"

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Employment History

- DEMATIC – (formally Siemens Dematic, Rapistan Systems) - Grand Rapids, MI. 1998-2009
 - ♦ **Sr. Project Manager**
- RAPISTAN SYSTEMS –Grand Rapids, MI. 1997-1998
 - ♦ **Estimator**
- RAPISTAN SYSTEMS – Downers Grove, IL. 1985-1996
 - ♦ **Sr. Mechanical Lead/ Project Manager**
- Stephens Adamson – Allis Chalmers – Aurora, IL. 1975-1985
 - ♦ **Mechanical Engineer**

Education / Professional Development

- Program Manager Mentorship 2007-2009
- NFPA70-E Certified Arc Flash Analysis 2009
- Harvard Law School Workshop Negotiations ‘getting to yes” 2007
- Cal-OSHA 1926 Construction “Out-Reach” Program 2006
- Certified Project Manager Western Mich Chapter PMI /PMBOK 2002
- Business – Illinois Institute of Technology 1975
- Construction Mgm’t Triton College 1973-1975
- Platform knowledge of Microsoft Office, Word, Excel, Access, MS Projects, Primavera, Power point, MS Express, Enterprise, Lotus Notes and SAP

Professional Affiliations

- ♦ American Management Association
- ♦ Professionals in Renewable Energy

Awards

Recognized for Project Excellence 1989, 1991, 1997, 2007 for customer accomplishments and dedication beyond the project.

Community

- ♦ Co-chaired partnership with Habitat for Humanity – local builds and resource coordination 2009
- ♦ Team Leader Walk to cure diabetes 2006