

RESUME

CAREER OBJECTIVES

Epicor Administrator (REMOTE), will train your in-house Administrator. Implementation Expert.

WORK EXPERIENCE

11/2022 to Present – Consultant (various short term assignments).

Manufacturing, Aerospace, Electronics.

- ◀ Epicor Implementation/Administrator (Epicor)
 - ▼ Areas of knowledge/contributions and experience;
 - ▶ See below.

5/2022 to 11/2022 – Integrated Technologies, Inc., Everett, Wa.

Manufacturer of Composites and Services.

- ◀ Epicor Implementation/Administrator (Epicor)
 - ▼ Areas of knowledge/contributions and experience;
 - ▶ System Administrator of “Epicor”. Implementation Leader, Epicor 10.2.400.4. Implementation with assistance from an Epicor “Accounting - Consultant/Expert”.
 - ▶ Expert in Epicor “Menu Maintenance/Security” including adding custom reports to the Epicor menu’s.
 - ▶ Expert in customizing the Epicor “HOME” screen.
 - ▶ Expert in Epicor “Business Activity Queries” (BAQ), BAQ Report Designer, and custom SSRS reports.
 - ▶ Expert in Epicor “Business Activity Queries” (BAQ), used in DASHBOARD’s including updatable DASHBOARD’s.
 - ▶ Modified out-of-the-box Epicor SSRS reports/forms to personalize highly used reports.
 - ▶ Well versed at using the “Data Management Tool” (DMT). Able to add and/or edit hundreds if not thousands using the specified TEMPLATES.
 - ▶ Expert in using the “Planning Workbench” and “Job Status Maintenance” modules for Production Control, Material Requirements Planning (MRP), Capacity Planning and Shop Floor Control, Inventory Control, Purchasing, Shipping, Receiving.
 - ▶ Wrote departmental Work Instructions (over 75) in the format necessary for ISO certification. Created an HTML menu system for Work Instructions to be used on the “Intranet” (local). Also accessible from the Epicor Menu.
 - ▶ Trained employees and kept training records.

6/2019 to 9/14/2021 – N2 Imaging Systems, Irvine, Ca.

Manufacturer of Night Vision Goggles and Scopes for the military.

- ◀ IT Manager (Epicor)
 - ▼ Areas of knowledge/contributions and experience;
 - ▶ System Administrator of “Epicor”. Implementation Leader, Epicor 10.2.400.4. Implemented in 3 months with assistance from an Epicor “Accounting - Consultant/Expert”.
 - ▶ Expert in Epicor “Menu Maintenance/Security” including adding custom reports to the Epicor menu’s.
 - ▶ Expert in Epicor’s “DocStar” document imaging storage and retrieval.
 - ▶ Expert in “Attachments” in Epicor (document storage and retrieval).
 - ▶ Expert in customizing the Epicor “HOME” screen.
 - ▶ Expert in Epicor “Business Activity Queries” (BAQ), BAQ Report Designer, and custom SSRS reports.
 - ▶ Expert in Epicor “Business Activity Queries” (BAQ), used in DASHBOARD’s including updatable DASHBOARD’s.
 - ▶ Expert in creating Epicor-LIVE complex customized MS-EXCEL reports using Power Query with an SQL connection.
 - ▶ Modified out-of-the-box Epicor SSRS reports/forms to personalize highly used reports.
 - ▶ Well versed at using the “Data Management Tool” (DMT). Able to add and/or edit hundreds if not thousands using the specified TEMPLATES.
 - ▶ Expert in using the “Planning Workbench” and “Job Status Maintenance” modules for Production Control, Material Requirements Planning (MRP), Capacity Planning and Shop Floor Control, Inventory Control, Purchasing, Shipping, Receiving.
 - ▶ Wrote departmental Work Instructions (over 75) in the format necessary for ISO certification. Created an HTML menu system for Work Instructions to be used on the “Intranet” (local). Also accessible from the Epicor Menu.
 - ▶ Trained employees and kept training records.

1/2019 to 5/2019 – TECT Power, Santa Fe Springs, Ca.

Manufacturer of Turbine Engine Components Technology. Reason for leaving. Recruited by Former ERP Systems Manager at Cadence Aerospace.

- ◀ Business Systems Analyst
 - ▼ Areas of knowledge/contributions and experience;
 - ▶ System Administrator of “Epicor” (one of 3 for 5 TECT companies).
 - ▶ Create Epicor “Business Activity Queries” and custom SSRS reports.
 - ▶ Create Epicor-LIVE complex customized MS-EXCEL reports using MS-Query and the ODBC connection.
 - ▶ Modified out-of-the-box SSRS to personalize highly used reports.
 - ▶ Expert in using the “Planning Workbench” and “Job Status Maintenance” modules for Production Control, Material Requirements Planning (MRP), Capacity Planning and Shop Floor Control, Inventory Control, Purchasing, Shipping, Receiving.
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- ▶ Wrote departmental Work Instructions in the format necessary for ISO certification. Created an HTML menu system for Work Instructions to be used on the "Intranet" (local).
- ▶ Trained employees and kept training records.

2/2018 to 1/2019 – Goobz Business Systems (sole proprietor, Lic: BL-LIC-036642), Torrance, Ca.

Epicor (ERP, up through version 10) Consultant. Worked for "Vantage Associates" in Santa Fe Springs (2/15/2018 thru 10/31/2018).

◀ ERP Administrator (Epicor)

▼ Areas of knowledge/contributions and experience;

- ▶ Another Consultant (who is an expert in the Accounting side and Data Directives) and I implemented Epicor 10 SQL at Vantage Associates. The primary Consultant started preparation in January 2018 and I joined his team in February 2018. Went LIVE July 2018.
- ▶ System Administrator of "Epicor".
- ▶ Created "Epicor Business Activity Queries" and custom SSRS reports.
- ▶ Created LIVE complex customized MS-EXCEL reports using MS-Query and the ODBC connection.
- ▶ Modified out-of-the-box SSRS to personalize highly used reports.
- ▶ Expert in using the "Planning Workbench" and "Job Status Maintenance" modules for Production Control, Material Requirements Planning (MRP), Capacity Planning and Shop Floor Control, Inventory Control, Purchasing, Shipping, Receiving.
- ▶ Wrote departmental Work Instructions in the format necessary for ISO certification. Created an HTML menu system for Work Instructions to be used on the "Intranet" (local).
- ▶ Trained employees and kept training records.

10/2015 to 4/2017 – AMG-Torrance, LLC., Torrance, Ca.

Manufacturer of complex aircraft products for the aerospace industry. 60 employees.

Reason for leaving: Laid off due to lack of new business. They have since closed the Torrance location and moved in with their sister company in Huntington Beach.

◀ Director of Materials & ERP Administrator, responsible for 6 employees.

▼ Areas of knowledge/contributions and experience;

- ▶ System Administrator of "Epicor" ver 9.05.702 including Crystal Reports ver2011. Created over 50 functional "Crystal Reports" using ODBC and the Progress/Epicor database. Created over 50 "Epicor Business Activity Queries".
- ▶ Also responsible for ERP Systems at "AMG-Huntington Beach".
- ▶ Production Control, Material Requirements Planning (MRP), Capacity Planning and Shop Floor Control, Inventory Control, Purchasing, Shipping, Receiving, and Material Handling.
- ▶ Wrote departmental procedures and work instructions approved for ISO. Created an HTML menu system for Work Instructions to be used on the "Intranet" (local).
- ▶ Trained employees and kept training records.
- ▶ Introduced a Cycle Count program. Increased inventory accuracy from 82% to 98% and maintained to that level.

9/2014 to 10/2015 – Cadence Aerospace – ASA Operations, Orange, Ca.

Manufacturer of complex aircraft products for the aerospace industry. 60 employees.

Reason for leaving: Recruited by CEO of AMG (corporate). My merger responsibilities will end in the fourth quarter of 2015

◀ Director of Materials, responsible for 24 employees.

▼ Areas of knowledge/contributions and experience;

- ▶ System Administrator of "Visual Mfg (Infor)". Created over 50 functional "Crystal Reports" using ODBC and the SQL database.
- ▶ Production Control, Material Requirements Planning (MRP), Capacity Planning and Shop Floor Control, Inventory Control, Purchasing, Shipping, Receiving, and Material Handling.
- ▶ Wrote departmental procedures and work instructions approved for ISO. Created an HTML menu system for Work Instructions to be used on the "Intranet" (local).
- ▶ Trained employees and kept training records.
- ▶ Introduced a Cycle Count program. Increased inventory accuracy from 82% to 98% and maintained to that level.

9/2006 to 9/2014 – Astro Spar, Inc., City of Industry, Ca.

Manufacturer of complex aircraft products for the aerospace industry. 100 employees.

Reason for leaving: Astro Spar was acquired by Cadence Aerospace.

◀ Director of IT & Materials Manager, responsible for 24 employees.

▼ Areas of knowledge/contributions and experience;

- ▶ System Administrator of "Epicor/Vista" ver 9.05.700B including Seagate's Crystal Reports ver2008. Leader in implementation. Created over 200 functional "Crystal Reports" using ODBC and the Progress/Epicor database. Created over 75 "Epicor Business Activity Queries" and over 10 "Epicor Dashboards". Upgraded Epicor software as new releases became available, approximately 24 times in the past nine years.
- ▶ Implemented **MRP** in 3 months. In my opinion I would rate Astro Spar as a "Class A" user. Implemented "Location-Control" and "Lot-Control".
- ▶ Implemented 6 wireless touch screen computers w/ barcode scanners (3 without keyboard or mouse) throughout the Shop Floor for Labor Reporting using Epicor-MES.
- ▶ Handled Customer Forecast uploads (in excess of 10,000 entries) for demands, maintained monthly. CSV format.
- ▶ Production Control, Material Requirements Planning (MRP), Capacity Planning and Shop Floor Control, Inventory Control, Purchasing, Shipping, Receiving, and Material Handling.

- ▶ Responsible for paperless "Record Retention" for documents such as Travelers, Material Certifications, Outside Processing Certifications, Outside Processing Purchase Orders, Bill of Ladings, Packing Slips, VOI or Vendor owned Inventory Transfers. In one word this can be described as "Certifications".
- ▶ Wrote departmental procedures and work instructions approved for ISO. Astro Spar was ISO certified. Created an extensive HTML menu system for all "Quality Management System" documents to be readily available to all employees on the "Intranet" (local).
- ▶ Introduced a Cycle Count program. Increased inventory accuracy from 86% to 99% and maintained to that level.
- ▶ Set up label & bar code system for bar coded shipping labels and stockroom labels used in conjunction with Epicor.
- ▶ Trained employees and kept training records.
- ▶ Managed Internet provider (Telepacific) including 2 MPLS lines, Postmaster of all email accounts, Nortel phone system including 17 VOIP phones, Watchguard firewall, Intranet Web-Site, Sonicwall CDP backup appliances and Buffalo Terastation devices.
- ▶ Responsible for approximately 70 desktop computers, 3 laptops, and 9 servers using Windows Server 2003 and 2008. Some responsibilities included a Firewall, Backup Appliance
- ▶ Implemented 2 wireless mobile computer hand held scanners used in conjunction with Epicor for Inventory Control and Labor Reporting. Real-time transacting and Labor Operation Reporting using the Epicor-MES/HH module including such modules as Receiving module, Labor Reporting module, and Kit issuance.

1/2002 to 9/2006 - Magnetika, Inc., Gardena, Ca.

Manufacturer of Transformers, Inductors, Chokes, and Magnetic Components. 200 employees.

Reason for leaving: Materials operation is being transferred to the Las Vegas headquarters location for tax benefits and I am not able to relocate.

- ◀ Materials Manager, responsible for 12 employees between 3 facilities.
 - ▼ Areas of knowledge/contributions and experience;
 - ▶ Expert power user of "Visual Manufacturing" (Lilly Software) also using Seagate's Crystal Reports. Leader in implementation (including MRP).
 - ▶ Production Control, Material Requirements Planning (MRP), Capacity Planning and Shop Floor Control, Inventory Control, Purchasing, Shipping, Receiving, and Material Handling.
 - ▶ Wrote departmental procedures and work instructions approved for ISO. Received certification for ISO-9001:2000 & AS9100:2004.
 - ▶ Setup label & bar code system for bar coded shipping labels and stockroom labels.
 - ▶ Trained employees and kept training records.
 - ▶ Windows 2000 Server, Windows NT4 Server & Terminal Server with knowledge of PDC, LAN, WAN, remote access, TCP/IP, MS-Internet Information Server (IIS), DSL, hubs (BNC, TPE), switches (10/100), NIC's (10/100). Network family consists of 2 domains, 1 of which is located at Corporate headquarters with 2 Windows 2000 Servers and 3 Windows XP clients and the 2nd domain is located at the Manufacturing location in Gardena with 2 NT Servers, and 25 Windows clients. Desktop Computers, Servers, and Networks – build, rebuild, repair, setup, configure
 - ▶ Webmaster of 6 domain names. Wrote HTML, incorporated script files and created animated GIF images. MAGNETIKA.COM, MAGNETIKA.INFO, MAGNETIKA.BIZ, MAGNETIKALLC.COM, SIGMALLC.COM, ELECTRONIKA-INC.COM

5/2000 to 11/7/2001 – C&D Aerospace - METAL Works Division, Garden Grove, Ca.

Manufacturer of Aerospace Interiors (assemblies and components). 170 employees at Metal Works Div.

Reason for leaving: RIF - due to drop in business of commercial airlines related to 9/11/2001 tragedy.

- ◀ Operations Manager (September 2000 – 11/7/2001) responsible for 170 employees.
- ◀ Systems Implementation Manager (June 2000 – August 2000) responsible for 40 employees.
 - ▼ Areas of knowledge/contributions and experience;
 - ▶ Knowledgeable in manufacturing processes and operations.
 - ▶ November 2000 to November 2001 = Brought "On-Time" deliveries from 65% to 96%.
 - ▶ June 2000 to November 2001 = Wrote departmental procedures and work instructions.
 - ▶ September 2000 to November 2000 = Successfully implemented MRP. First C&D Division to implement. MRP has been run twice a day ever since. Class "A" user now.
 - ▶ August 2000 = Introduced cycle count program. Increased inventory accuracy from 87% to 97% and maintained at that level.
 - ▶ June 2000 to August 2000 = Converted the manufacturing operating systems from a PC driven database (Paradox v7) system to the existing under utilized main frame system (Royal4 – ERP,DRP). It took determination, dedication, procedures, training, and discipline.

8/1989 to 3/2000 - Calcor Space Facility, Inc., Whittier, Ca.

Manufacturer of Aerospace Assemblies and Components. 450 employees at its peak.

Reason for leaving: Recruited by C&D Aerospace executive while in Chapter 11.

- ◀ Director of M.I.S. (1999 – 3/31/2000) responsible for 2 employees.
- ◀ Director of Materials (1997 - 1999) responsible for 45 employees.
- ◀ Materials Manager (1989 - 1997) responsible for 25 employees.
 - ▼ Areas of knowledge/contributions and experience;
 - ▶ Knowledgeable in manufacturing processes and operations.
 - ▶ 1998-1999 = Took part in Lean Manufacturing program – Part of Lean Manufacturing Team.

- ▶ 1999-2000 = System - IBM AS/400 using OS400 v.4.2 with Mapics XA consisting of approx. 50 terminals/workstations. CA400, IFS, Backup and disaster recovery.
- ▶ 1996-2000 = Windows NT4 with PDC, BDC, LAN, WAN, remote access, TCP/IP, DHCP, DNS, WINS, Ethernet, MS-Proxy Server, MS-Internet Information Server (IIS), MTS, Qualcomm's Eudora World Mail Server, T1, DSL, hubs (BNC, TPE), switches (10/100), NIC's (10/100). Backup and disaster recovery. Network family consisted of (1) AS400, (3) NT Servers, and (50) Windows9x clients. Webmaster & Postmaster of 4 domain names. Wrote HTML, incorporated script files and created animated GIF images.
- ▶ 1993-2000 = Desktop Computers, Servers, and Networks – build, rebuild, setup, configure.
- ▶ 01/1996-3/2000 = Liberty IMS (document scanning, imaging, archiving, and CD burning) stand alone version and network version. Used for Aerospace specifications and legal documents. 36 CD's written retrievable by jukebox/network.
- ▶ 1998-2000 = Wrote departmental procedures and work instructions (ISO-9002 certified).
- ▶ 1996-2000 = Data Collection Systems, Inc. RF bar code system for labor reporting and payroll. Implementation and daily monitoring. DOS and/or NT based connected to AS400 with automatic real time upload.
- ▶ 1989-1999 = Production Control, Inv. Control, Purchasing, Shpg, Rcvg, and Mat'l Handling.
- ▶ 1989-1999 = MRP - Material Requirements Planning.
- ▶ 1989-1999 = Capacity Planning and Shop Floor Control.
- ▶ 1990-1999 = Introduced cycle count program. Increased inventory accuracy from 87% to 99% and maintained at that level.
- ▶ 1989-1999 = Improved performance of shipping customer orders on time from 80% to 99%.
- ▶ 1989-1999 = Engineering Change Coordination. - Effectivity on stock and WIP.

8/1986 to 8/1989 - Magna Mill Products / Div. Transnational Ind. Inc., South Gate, Ca.

Manufacturer of aerospace components. 150 employees.

Reason for leaving: Recruited by former executive employee.

- ◀ Production and Inventory Control Manager. Responsible for 12 employees.
 - ▼ Areas of knowledge and experience / contributions;
 - ▶ Production Control, Purchasing, Capacity Planning and Shop Floor Control, Shipping, Receiving, and Material Handling.
 - ▶ Inventory Control and Cycle Counting for Inventory accuracy.
 - ▶ Knowledgeable in manufacturing processes and operations.
 - ▶ Engineering Change Coordination. - Effectivity on stock and WIP.
 - ▶ Time keeping – direct, indirect, and payroll data entry & reconciliation

1/1974 to 8/1986 - Burgmaster / Div. Houdaille Ind. Inc., Gardena, Ca.

Manufacturer of CNC and manually operated metal cutting machinery. 350 emp. Osha & Union shop.

Reason for leaving: Recruited by former executive employee.

- ◀ Shop Floor Control Sup., Inventory Control Sup., and Traffic Manager. Responsible for 25 employees.
 - ▼ Areas of knowledge/contributions and experience;
 - ▶ MRP - Material Requirements Planning, Capacity Planning and Shop Floor Control, Master Scheduling.
 - ▶ Knowledgeable in manufacturing processes and operations.
 - ▶ Assisted in introducing a cycle count program in preparation for MRP - July 1977 - Increased inventory accuracy from 65% to 95% and maintained to that accuracy.
 - ▶ Improved performance of shipping spare parts orders same day as ordered from 60% to 95%.
 - ▶ Implemented cost savings programs to reduce costs - 1979 thru 1985.
 - ▶ Reorganized and combined Shpg & Rcvg to function more efficiently with less personnel. 1984
 - ▶ Material Review Board. - Decisions on rejections use, rework, and scrap.
 - ▶ Engineering Change Coordination. - Effectivity on stock and WIP.
 - ▶ Shipping and Receiving. - UPS, air freight, LTL, and TL heavy haul specialized carriers.
 - ▶ Material handling. - Forklifts, hoists, overhead cranes, and warehousing.

EDUCATION / SPECIAL TRAINING *(Copies of certificates available upon request.)*

- Mastering Computers *FastTrack™* Workshops – WinNT4, Win95/98, TCP/IP, IIS (Internet Information Server 4.0). (1997).
- Lean Manufacturing – Training program with Boeing (1998-2000).
- DCSI Certification - Data Collection Systems, Inc. Data Collection Implementation & Operation Training (1996) Bar coding for Time & Attendance and Inventory transactions.
- NFI - Supervisor Training Course. (1983).
- PDI - You The Supervisor Training Course. (1980).
- M&M Association Certification- Manager Development Workshop. (1980).
- APICS Certification - American Production and Inventory Control Society. (1979-1980).
- Capacity Planning and Shop Floor Control class. (1979).
- Blue Print Reading Course. (1979).
- Value Analysis - Value Engineering diploma. (1979).
- MRP Training class. (1979).
- MRP Workshop class by Norris Edson. (1978).
- Gardena High School graduate.

SOFTWARE SKILLS (brief list of most commonly used software only)

NAME	SKILL LEVEL	PERIOD USED	EXPERIENCE
• Epicor/Vista	Expert	2006 to present	Over 17 years
• Bar Tender (label software used by Epicor)	Expert	2006 to present	Over 17 years
• Crystal Reports (Custom Reports software used by Epicor)	Expert	2006 to present	Over 17 years
• DOS (all versions)	Expert	1987 to present	Over 30 years
• OS-400 v4.2 (IBM)	Intermediate	1996 – 03/00	5 years
• Mapics-XA ERP main-frame software with Work-Query (Report Writer) skills	Expert	08/89 – 03/00	11.5 years
• Royal4 ERP/DRP main-frame software with Report Writer skills	Expert	05/00 – 11/01	1.5 years
• Visual Manufacturing (Lilly Software now Infor)	Expert	2002 – 2006, 2014 – 2015	7 years
• Label Matrix (v7..Label & Bar code software)	Expert	1996 – 2006	11 years
• Doc-Link/Smart Client (Document imaging software)	Expert	2016 to present	Over 3 years
• DocStar (Epicor owned document imaging software)	Expert	2019 – 2021	Over 2 years
• PSIGEN (Document imaging software)	Expert	2011 – 2016	Over 5 years
• LibertyIMS (Document imaging software)	Expert	01/96 – 03/00	4.25 years
• Microsoft Windows 3.1,95,98,ME, XP, 2000, 7, 10	Expert	1990 – Present	over 25 years
• Microsoft Windows 2000 Server, 2003 Server, 2008 Server, 2000 Pro, 2000 Exchange Server & NT Server, Terminal Server & Workstation	Expert	1995 – Present	over 28 years
• Microsoft Word	Expert	1995 – Present	over 28 years
• Microsoft Excel	Expert	1995 – Present	over 28 years
• Microsoft Outlook	Expert	1998 – Present	over 25 years
• Microsoft Access	Intermediate	1997 – Present	over 25 years
• Microsoft Powerpoint	Expert	1996 – Present	over 28 years
• Microsoft Publisher	Intermediate	1996 – Present	over 28 years
• Microsoft Project	Expert	1996 – Present	over 28 years
• Adobe Acrobat Writer	Expert	2002 – Present	over 20 years
• Lotus 1-2-3	Expert	1987 – 1998	12 years
• Paradox	Intermediate	1998 – 2001	4 years
• Homesite (HTML program)	Expert	1996 – Present	over 25 years

References available upon request.
 "Letters of Recommendation" available upon request.
 "Certificates" and "Awards" available upon request.