



“Focusing on the Bottom Line”

Dorothy Gillet, C.P.M.

Seeking a New Challenge!!!

I have 15 years of progressive experience in purchasing/inventory control, and materials and supply chain management. For the last 3 years, I worked as a Senior Procurement Specialist for Talaris, a Former De La Rue Company, controlling \$14.5 million in supplier contracts. Recently, the Procurement Department was re-structured and my position in Watertown was eliminated.

During my purchasing career, I have purchased a number of commodities within a variety of industries; hi-tech electronics (raw materials to build Detectors for Scanning Electron Microscopes), publishing, retail distribution, retail convenience food and food service, and the manufacturing of consumer products. This includes purchasing products internationally. I have always been responsible for annual cost reduction, cross-functional teamwork, and matrix problem solving, as well, as many projects involving VA/VE, Kaizen, Lean, VMI, EPI, and ESI. Furthermore, my work has involved supplier selection and development, performance appraisal, and management of supplier relationships in support of new product development.

I am a Lifetime Certified Purchasing Manager by the Institute of Supply Management; and, I have completed 4 of the 5 exams for APICS Certification, soon to complete the 5th exam. May 2009, I completed an Electronics class at MATC, AC/DC 2.

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